



... the best of the best of the Northwest.

## WALLA WALLA CITY COUNCIL

### Regular Meeting Agenda

December 15, 2021 - 6:30 p.m.

Limited seating will be available for public attendance. Attendees must wear face masks or face shields to attend. Live video and audio stream of the meeting is available on the City's website at <https://www.wallawallawa.gov/government/city-council>. Members of the public also may attend and participate in this regular meeting by using this [Zoom meeting link](#) or by calling 253-215-8782 and entering meeting ID 813 0562 7498#.

Mission: Dedicated to enhancing the quality of life in Walla Walla.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS

The public may comment at this time on matters of City business. To provide comments through the virtual meeting, please use the Zoom link at the top of the agenda, raise your virtual hand, wait to be recognized, and then unmute. If you are calling in, dial \*9 to raise your virtual hand, wait to be recognized, and dial \*6 to unmute the connection. Public comments may also be provided by emailing the City Clerk at [khill@wallawallawa.gov](mailto:khill@wallawallawa.gov).

4. CONSENT AGENDA

- A. Pgs. 4-22 Ordinance 2021-44: Amends the 2021-2022 biennium maintenance and operations budget; and  
Ordinance 2021-45: Amends the capital improvement project budget.
- B. Pgs. 23-41 Resolution 2021-158: Supports submission of grant application(s) by the Tri-State Steelheaders' and the City for removal of the Fifth Avenue vehicle bridge over Mill Creek and replacing it with a pedestrian bridge.
- C. Pgs. 42-48 Resolution 2021-159: Authorizes a contract amendment with Walla Walla Alliance for the Homeless for services at the Sleep Center through December 31, 2022.

- D. Pgs. 49-53 Resolution 2021-160: Authorizes an amendment to the Pacific Security Contract for Sleep Center security services through December 31, 2022.
- E. Pgs. 54-68 Resolution 2021-161: Approves a renewal of a service contract with David Mumm for communication print services January through December 2022, for a not to exceed amount of \$25,240.
- F. Pgs. 69-71 Approval of minutes of the Work Session held November 29, 2021.

5. ACTIVE AGENDA

- A. Pgs. 72-75 Resolution 2021-162: Acceptance of the 1st Avenue Plaza Conceptual Design
- B. Pgs. 76-79 Resolution 2021-163: Authorizing an agreement between the City of Walla Walla and Blue Mountain Action Council for Commitment to Community Services. (Councilmember Koehler to abstain)
- C. Pgs. 80-83 Resolution 2021-164: Authorizes the City Manager to execute the contracts for Indigent Public Defense Services.
- D. Pgs. 84-124 Ordinance 2021-46: Adopts the Municipal Code Text Amendments to Titles 19 and 20 - Annual Update
- E. Pgs. 125-134 Ordinance 2021-47: Modifies Landfill Rates for 2022-2023
- F. Pgs. 135-139 Resolution 2021-165: Authorizes uses for the remaining American Rescue Plan Act funding.
- G. Pgs. 140-149 Resolution No. 2021-166: Authorizes an amendment to the employment agreement with City Manager Nabil Shawa; and Resolution No. 2021-167: Authorizes an amendment to the employment agreement with City Attorney Tim Donaldson.
- H. Pgs. 150-152 Approval of minutes of the retreat held November 20, 2021. (Councilmember Riley Clubb absent and to abstain)
- I. Pgs. 153-154 Approval of minutes of the special Work Session held November 22, 2021. (Councilmembers Riley Clubb and Myron Huie absent)
- J. Pgs. 155-162 Approval of minutes of the regular meeting held December 1, 2021. (Councilmember Yazmin Bahena absent)

K. Pgs. 163-178 November 2021 Check Register - Checks #16414; 16416-16563; 16565-16771; 283-297 totaling \$4,830,994.94

6. COUNCIL MEMBER MEETING REPORTS

7. UNFINISHED AND NEW BUSINESS

8. ADJOURNMENT

**Values: Service, Integrity, Collaboration, Equity, Leadership, and Community**

**The City of Walla Walla complies with Title VI, ADA, and other applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, religion, veteran status, sexual orientation, gender identity, or sex.**



ar-4084

Pgs. 4-22

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** Ordinances Amending 2021-22 Biennium Operations Maintenance & Operations Budget; and the Capital Improvement Project (CIP) budget

**Submitted For:** Jean Teasdale, Finance Department

**Financial Comments:**

If the budgets are not adjusted, the task of managing the City's resources becomes more difficult since staff would be relying on outdated revenue and expense budget information to make decisions. Also, the City would not have accurate records from which to plan and manage in the future. Finally, State Auditors could issue an audit finding if actual expenditures exceed those authorized by Council action.

If amended as proposed, the total Unassigned General Fund balance is projected to be \$6,327,852 (16.09%) as of December 31, 2021 and \$6,806,462 (17.60%) as of December 31, 2022.

**All Contracts:**

Not Applicable

**Federally funded contracts only:**

Not Applicable

**Construction contracts only:**

Not Applicable

**Brief Summary of Requested Action:**

Ordinances Amending 2021-22 Biennium Operations Maintenance & Operations Budget; and the Capital Improvement Project (CIP) budget.

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**Information**

**HISTORY:**

Certain developments related to the City's 2021-2022 Biennium Maintenance & Operations (M&O) Budget and CIP Budget necessitate consideration of an amendment adjusting that budget. This is the fifth budget amendment for the first year of the biennium and includes numerous modifications to capital projects due to the ARPA funding awarded to the City since adoption of the 2021-2022 Biennium Budget and other revenue and expense adjustments of an accounting nature. Highlights of those adjustments adding to the budget include:

Revenues

- Increase revenue in the General Fund by \$1,100,000 in general sales tax, public safety tax, and local criminal justice based on estimated revenue calculations.
- Increase revenue for the General Fund by \$348,170 for Utility Business and Occupation taxes.
- Increase revenue in the REET Fund of \$200,000 for real estate excise tax.



- Increase revenue for the Lodging Tax Fund of \$240,000 for the Hotel/Motel tax based on estimated revenue calculations.
- Increase revenue in the General Construction Fund of \$932,740 for the construction of the new Fire Drill Tower.
- Increase revenue for the Water Fund of \$796,720 for base and consumption charges, Hydropower Sales and Capital Facility Charges.
- Increase revenue in the Wastewater fund for Discharge Fines and Capital Facility Charges.
- Increase revenue in the Water IRRP Fund by \$354,400 for utility base and consumption charges.
- Increase revenue in the Ambulance Fund by \$259,450 for the GEMT payment program and charges for services.
- Increase revenue for the Fleet Fund of \$210,000 for Interdepartmental Fleet charges.

### Expenses

- Increase expenditures in the LTGO Debt Fund by \$231,210 for the 2020 Refunding Bond principal and interest payments.
- Increase expenditures in the General Construction Fund by \$932,740 for the construction of the new Fire Drill Tower.

### Capital Improvement Plan

The Capital Improvement Plan (CIP) modifications are adjustments to revenues and expenses for new and existing projects and the closure of projects. The modifications also include cost and revenue updates based on project experience to date.

Spreadsheets outlining the 2021-2022 M&O Budget adjustments and the modifications to the Capital Improvement Plan are attached for review.

### **POLICY ISSUES:**

Amending the Maintenance and Operation Budget is an ongoing process that results in a more up-to-date fiscal plan responsive to the City's actual experience in terms of revenues and expenditures and is more accurately representative of the cost of delivering services to the citizens of Walla Walla. It is sound fiscal practice that enables managers to expend City resources as authorized by the Council and make decisions related to the delivery of City services and facilities. Additionally, the State prohibits the expenditure of funds in excess of the limits authorized by the Council.

### **PLAN COMPLIANCE:**

The 2021-2022 budget amendment addresses all five strategies from the Strategic Plan.

Strategic Initiative 1 – Short-term: Foster and commit to a program to improve leadership skills and organizational development;

Strategic Initiative 2 – Long-term: Fix and Improve the City's Infrastructure;

Strategic Initiative 3 – Mid-term: Develop a strategic communications plan;

Strategic Initiative 4 – Long-term: Encourage Economic development to strengthen the community;

Strategic Initiative 5 – Mid-term: Achieve organizational and city resiliency.

### **ALTERNATIVES:**

Direct staff to develop alternative budget adjustments and/or a Capital Improvement Plan as desired by the Council, which provides authority to meet audit requirements.

**STAFF RECOMMENDATION:**

Approve the ordinances that amend (1) the 2021-2022 Maintenance and Operations Budget; and (2) the Capital Improvement Plan budget.

**CITY MANAGER COMMENTS:**

Approved for City Council action.

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**Attachments**

Ord 2021-44  
Ord 2021-45  
Budget Amendment Summary  
Budget Amendment  
Revenue Adjustments  
Expense Adjustments  
CIP Adjustments

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## ORDINANCE NO. 2021-44

### AN ORDINANCE AMENDING THE 2021-2022 CITY OF WALLA WALLA MAINTENANCE AND OPERATIONS BUDGET

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, section 35A.33.120 of the Revised Code of Washington authorizes budget adjustments; and

WHEREAS, certain anticipated revenues included in the 2021-2022 Maintenance and Operations and CIP Budgets will not be received and new sources have been identified; and

WHEREAS, certain necessary expenditures were not anticipated and therefore not included in the 2021-2022 Operations and Construction Budgets; and

WHEREAS, the Walla Walla City Council considered this ordinance during regularly and duly called public meeting of said Council, and has given said ordinance careful review and consideration, and finds passage of this ordinance to be in the best interest of the City;

**NOW THEREFORE, the City Council of the City of Walla Walla do ordain as follows:**

**Section 1:** That the 2021-2022 Maintenance and Operations Budget and CIP Budget be amended to include the following adjustments to revenues:

	<b>2021 M&amp;O</b>	<b>2021 CIP</b>	<b>2022 M&amp;O</b>	<b>2022 CIP</b>
General Fund	\$ (245,685)	\$ -	\$ 2,701,590	\$ -
Street Fund	\$ 88,590	\$ 14,880	\$ -	\$ 126,540
REET Fund	\$ 200,000	\$ -	\$ -	\$ -
Lodging Tax Fund	\$ 240,000	\$ -	\$ -	\$ -
LTGO Debt Service	\$ 139,000	\$ -	\$ 253,230	\$ -
General Construction Fund	\$ 932,740	\$ -	\$ -	\$ -
Street Construction Fund	\$ -	\$ 126,200	\$ -	\$ 126,540
TBD Fund	\$ -	\$ -	\$ -	\$ -
Water Fund	\$ 796,720	\$ -	\$ -	\$ -
Wastewater Fund	\$ 290,000	\$ -	\$ -	\$ -
Landfill Fund	\$ -	\$ -	\$ -	\$ -
Ambulance Fund	\$ 259,450	\$ -	\$ -	\$ -
Water IRRP Fund	\$ 354,400	\$ -	\$ -	\$ -
Dispatch Fund	\$ (222,400)	\$ -	\$ 226,400	\$ -
Fleet Fund	\$ 210,000	\$ -	\$ -	\$ -
Vehicle Equipment Fund	\$ (10,000)	\$ -	\$ -	\$ -
Fire Pension Fund	\$ (24,930)	\$ -	\$ -	\$ -
<b>Total</b>	\$ 3,007,885	\$ 141,080	\$3,181,220	\$253,080

**Section 2:** That the 2021-2022 Maintenance and Operations Budget be amended to include the following adjustments to expenditures:

	<b>2021 M&amp;O</b>	<b>2021 CIP</b>	<b>2022 M&amp;O</b>	<b>2022 CIP</b>
General Fund	\$ 29,920	\$ -	292,530	
Street Fund	\$ 18,870	\$ 116,200		116,540
REET Fund	\$ -	\$ -		126,540
Abadie ST LID	\$ 670	\$ -		
LTGO Debt Service	\$ 231,210		253,230	
LID Guarantee Fund	\$ 35,320			
General Construction Fund	\$ 932,740	\$ -		
Street Construction Fund	\$ (14,880)	\$ 24,880		116,540
TBD	\$ -	\$ (250,000)		
Sanitation Fund	\$ -	\$ (400,000)	79,740	
Water Fund	\$ 19,523	\$ (2,260,417)		
Stormwater Fund	\$ (80)	\$ (57,606)		
Wastewater Fund	\$ (56,942)	\$ (106,965)		
Landfill Fund	\$ (77,002)	\$ (10,893)	(19,430)	
Ambulance Fund	\$ 102,520	\$ -		
Water IRRP Fund	57,590	(644,513)		
Wastewater IRRP Fund	-	(131,449)	-	
<b>Total</b>	<b>\$ 1,279,460</b>	<b>\$ (3,720,763)</b>	<b>\$ 606,070</b>	<b>\$ 359,620</b>

**Section 3:** That the 2021-2022 Maintenance and Operations Budget be amended to include the following adjustments to/(from) committed fund balance:

**Committed/Restricted**

	<b>Cash/Fund Balance</b>
General Fund	<u>\$ 1,000,000</u>
Total	\$ 1,000,000

**Section 4:** This ordinance is in the best interest of the City of Walla Walla.

**Section 5:** That if any item, section or part of this ordinance be adjudged invalid, such adjudication shall not affect the validity of this ordinance as a whole, or any item, section, or part thereof not adjudged to be invalid.

**Section 6:** This ordinance being one required by law shall take effect and be in full force and effect upon its passage in its entirety as provided by law.

**PASSED** by the City Council of the City of Walla Walla, Washington this 15th day of December 2021.

	_____ Mayor
Attest:	Approved as to form:
_____ City Clerk	_____ City Attorney

ORDINANCE NO. 2021-45

AN ORDINANCE ESTABLISHING NEW CAPITAL PROJECTS AND AMENDING THE CITY OF WALLA WALLA CAPITAL IMPROVEMENT PROJECT BUDGET.

WHEREAS, certain new projects need to be established in the City of Walla Walla Capital Improvement Project Budget; and

WHEREAS, certain existing projects need to be amended to the City of Walla Walla Capital Improvement Project Budget; and

WHEREAS, certain existing projects are completed and need to be removed from the City of Walla Walla Capital Improvement Project Budget; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given careful review and consideration, and finds that adjustment of the Capital Improvements Project (CIP) Budget is an appropriate function for the city and that the best interests of the City of Walla Walla will be served by making said adjustments,

**NOW THEREFORE, the City Council of the City of Walla Walla do ordain as follows:**

**Section 1:** That the following existing projects be amended in the City of Walla Walla's CIP Budget:

Project Title	Revenue	Expense	Committed Cash
Lowden & 12th Ave	\$ -	\$ 24,200.00	\$ -
Isaacs Ave Phase 2	\$ -	\$(156,052.44)	\$ (139,190.16)
Water System & Fire Suppression	\$ -	\$ (10,893.14)	\$ (52,275.68)
Sumach & Sturm Water Improvements	\$ -	\$ (39,396.95)	\$ (41,582.95)
Cottonwood Sewer Pump Station Upgrade	\$ -	\$ -	\$ (11,084.90)
WWTP Screens	\$ -	\$ (12,716.46)	\$ (75,912.26)
WWTP Solids Building	\$ -	\$ (7,524.91)	\$ (50,138.17)
WWTP SCADA	\$ -	\$ (2,278.17)	\$ -
WWTP Tank	\$ -	\$ -	\$ (62,072.69)

**Section 2:** This ordinance is in the best interest of the City of Walla Walla.

**Section 3:** That if any item, section, or part of this ordinance can be adjudged invalid, such adjudication shall not affect the validity of this ordinance, as a whole, or any item, section or part thereof, not adjudged invalid.

**Section 4:** This ordinance being one required by law shall take effect and be in full force upon its passage and publication as provided by law.

**PASSED** by the City Council of the City of Walla Walla, Washington this 15<sup>th</sup> day of December 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to Form:

\_\_\_\_\_  
City Attorney

## December 15, 2021 Budget Summary

#	Fund	2021 Operating Revenue	2022 Operating Revenue	2021 CIP Revenue	2022 CIP Revenue	2021 Total Revenue	2022 Total Revenue
010	General Fund	(245,685)	2,701,590	-	-	(245,685)	2,701,590
112	Street Fund	88,590	-	14,880	126,540	103,470	126,540
122	REET Fund	200,000	-	-	-	200,000	-
126	Lodging Tax Fund	240,000	-	-	-	240,000	-
250	LTGO Debt Service	139,000	253,230	-	-	139,000	253,230
310	General Construction Fund	932,740	-	-	-	932,740	-
320	Street Construction Fund	-	-	126,200	126,540	126,200	126,540
416	Water Fund	796,720	-	-	-	796,720	-
418	Wastewater Fund	290,000	-	-	-	290,000	-
429	Ambulance Fund	259,450	-	-	-	259,450	-
436	Water IRRP Fund	354,400	-	-	-	354,400	-
510	WESCOM Fund	(222,400)	226,400	-	-	(222,400)	-
517	Fleet Fund	210,000	-	-	-	210,000	-
518	Vehicle Equipment Fund	(10,000)	-	-	-	(10,000)	-
612	Fire Pension Fund	(24,930)	-	-	-	(24,930)	-
Total:		<u>3,007,885</u>	<u>3,181,220</u>	<u>141,080</u>	<u>253,080</u>	<u>3,148,965</u>	<u>3,207,900</u>

#	Fund	2021 Operating Expense	2022 Operating Expense	2021 CIP Expense	2022 CIP Expense	2021 Total Expense	2022 Total Expense
010	General Fund	29,920	292,530	-	-	29,920	292,530
112	Street Fund	18,870	-	116,200	116,540	135,070	116,540
122	REET Fund	-	-	-	126,540	-	126,540
168	Abadie ST LID	670	-	-	-	-	-
250	LTGO Debt Service	231,210	253,230	-	-	-	-
275	LID Guarantee Fund	35,320	-	-	-	-	-
310	General Construction Fund	932,740	-	-	-	-	-
320	Street Construction Fund	(14,880)	-	24,880	116,540	10,000	116,540
399	TBD	-	-	(250,000)	-	(250,000)	-
415	Sanitation Fund	-	79,740	(400,000)	-	(400,000)	79,740
416	Water Fund	19,523	-	(2,260,417)	-	(2,240,894)	-
417	Stormwater Fund	(80)	-	(57,606)	-	(57,686)	-
418	Wastewater Fund	(56,942)	-	(106,965)	-	(163,907)	-
419	Landfill Fund	(77,002)	(19,430)	(10,893)	-	(87,895)	(19,430)
429	Ambulance Fund	102,520	-	-	-	-	-
436	Water IRRP Fund	57,590	-	(644,513)	-	(586,923)	-
438	Wastewater IRRP Fund	-	-	(131,449)	-	(131,449)	-
Total:		<u>1,279,460</u>	<u>606,070</u>	<u>(3,720,763)</u>	<u>359,620</u>	<u>(3,743,763)</u>	<u>712,460</u>

416	Water Committed Cash	(70,209)	Decrease project funding commitments
417	Stormwater Committed Cash	(12,726)	Decrease project funding commitments
418	Wastewater Committed Cash	13,745	Increase project funding commitments
419	Landfill Committed Cash	(52,276)	Decrease project funding commitments
Total:		<u>(121,466)</u>	

City of Walla Walla														
2021-22 Budget Review														
			Estimated Beginning 2021	Estimated Revenue and Loans 2021	Estimated Expense 2021	Calculated Net Budget Activity 2021	Calc Ending Resources 2021	Fund Balance %	Calculated Estimated Beginning 2022	Estimated Revenue and Loans 2022	Estimated Expense 2022	Calculated Net Budget Activity 2022	Calc Ending Resources 2022	Calculated 5% Ending Reserve
<b>GENERAL FUND</b>														
010	000-080	General	4,100,000	33,646,820	10,029,190	23,617,630	27,717,630		27,717,630	32,622,720	9,626,020	22,996,700	50,714,330	
010	100	Library		84,120	1,255,455	(1,171,335)	(1,171,335)		(1,171,335)	50,300	1,364,260	(1,313,960)	(2,485,295)	
010	113-118	Parks & Recreation		1,710,300	4,224,328	(2,514,028)	(2,514,028)		(2,514,028)	1,591,740	3,964,450	(2,372,710)	(4,886,738)	
010	120-124	Fire		358,910	4,861,940	(4,503,030)	(4,503,030)		(4,503,030)	274,900	4,715,240	(4,440,340)	(8,943,370)	
010	130-136	Police		628,960	9,822,740	(9,193,780)	(9,193,780)		(9,193,780)	393,410	9,719,610	(9,326,200)	(18,519,980)	
010	140-141	Development		1,075,640	1,207,805	(132,165)	(132,165)		(132,165)	952,500	1,240,370	(287,870)	(420,035)	
010	150-151	Public Works		2,765,910	2,668,610	97,300	97,300		97,300	2,903,870	2,944,600	(40,730)	56,570	
010	230-235	Comm Pol &		155,640	552,470	(396,830)	(396,830)		(396,830)	26,600	454,560	(427,960)	(824,790)	
010	170	Homeless Sleep Ctr		106,090	213,800	(107,710)	(107,710)		(107,710)	109,270	216,100	(106,830)	(214,540)	
010	200	Special Events		-	-	-	-		-	-	10,000	(10,000)	(10,000)	
010	181-183	Pension & OPEB		55,700	632,820	(577,120)	(577,120)		(577,120)	50,400	686,960	(636,560)	(1,213,680)	
010	190	Transfers In/Out		962,270	3,853,350	(2,891,080)	(2,891,080)		(2,891,080)	167,830	3,722,760	(3,554,930)	(6,446,010)	
		Total Budgeted Fund Balance	4,100,000	41,550,360	39,322,508	2,227,852	6,327,852	16.09%	6,327,852	39,143,540	38,664,930	478,610	6,806,462	
<b>GENERAL FUND - Restricted</b>														
010	161-168	CDBG Grant	-	676,165	601,151	75,014	75,014		75,014	460,400	455,590	4,810	79,824	
010	105	Library	32,103	32,500	34,500	(2,000)	30,103		30,103	18,000	10,000	8,000	38,103	
010	119	Parks & Recreation	166,431	97,300	118,289	(20,989)	145,442		145,442	34,600	5,290	29,310	174,752	
010	XXX	ARPA Funding		2,502,482	2,084,570	417,912	417,912		417,912	2,000,000	-	2,000,000	2,417,912	
		Total Budgeted Fund Balance	198,534	3,308,447	2,838,510	469,937	668,471		668,471	2,513,000	470,880	2,042,120	2,710,591	
		Total Budgeted General Fund Balance	4,298,534	44,858,807	42,161,018	2,697,789	6,996,323		6,996,323	41,656,540	39,135,810	2,520,730	9,517,053	
<b>SPECIAL REVENUE</b>														
112	000-201	Street Operations	583,175	3,517,170	3,536,040	3,554,910	4,138,085		4,138,085	3,253,600	2,886,560	367,040	4,505,125	
122	000	Real Estate Taxes	904,910	115,800	115,800	-	904,910		904,910	501,000	300,000	201,000	1,105,910	
123	000	Housing Develop	62,325	8,000	61,410	(53,410)	8,915		8,915	500	-	500	9,415	
126	000	Hotel-Motel Tax	104,770	1,565,500	1,246,150	319,350	424,120		424,120	1,085,400	900,000	185,400	609,520	
127	000	Tourism Promotion	31,890	285,100	230,100	55,000	86,890		86,890	358,600	358,600	-	86,890	
137	130	Drug Funds	206,580	224,700	81,019	143,681	350,261		350,261	17,630	43,030	(25,400)	324,861	
168	130-150	Code Enforcement	226,120	1,000	4,500	(3,500)	222,620		222,620	4,000	4,000	-	222,620	
			2,119,770	5,717,270	5,275,019	4,016,031	6,135,801		6,135,801	5,220,730	4,492,190	728,540	6,864,341	
<b>PERMANENT FUNDS</b>														
781	100	Esther Eyruad Trust	10,770	300	-	300	11,070		11,070	300	-	300	11,370	
782	100	Sherwood Library	1,595	300	-	300	1,895		1,895	300	-	300	2,195	
190	118	Cemetery Trust	369,140	1,000	135,000	(134,000)	235,140		235,140	1,000	135,000	(134,000)	101,140	
			381,505	1,600	135,000	(133,400)	248,105		248,105	1,600	135,000	(133,400)	114,705	





**December 15, 2021 Budget Amendment - Operations**

**REVENUE ADJUSTMENTS**

<b>Fund and Account Description</b>	<b>ORG Code</b>	<b>Object Code</b>	<b>Budget Adjustment Explanation</b>	<b>2021</b>	<b>Totals</b>	<b>2022</b>	<b>Totals</b>
<b>GENERAL FUND</b>							
City Sales Tax	01000000	313100	Increase per revenue projections	750,000		600,000	
Public Safety Tax	01000000	313150	Increase per revenue projections	300,000		-	
Local Criminal Justice	01000000	313170	Increase per revenue projections	50,000		-	
Water Utility B&O	01000000	316401	Increase per revenue projections	105,580		-	
Landfill Utility B&O	01000000	316403	Increase per revenue projections	42,000		-	
WA IRRP Utility B&O	01000000	316405	Increase per revenue projections	57,590		-	
WW IRRP Utility B&O	01000000	316406	Increase per revenue projections	10,000		-	
SW IRRP Utility B&O	01000000	316407	Increase per revenue projections	3,000		-	
Electric B&O	01000000	316408	Increase per revenue projections	30,000		-	
TV Cable B&O	01000000	316410	Increase per revenue projections	100,000		-	
Punch board/Pull tab	01000000	316810	Increase per revenue projections	5,000		-	
Card Games	01000000	316840	Reduce per revenue projections	(10,000)		-	
Leasehold Excise	01000000	317200	Increase per revenue projections	30,000		-	
City Financial Assistance	01000000	336009	Increase per actual revenue received	39,000		-	
Liquor Excise Tax	01000000	336694	Increase per revenue projections	45,000		-	
Investment Interest	01000000	361100	Reduce per revenue projections	(110,000)		-	
Rents and Leases	01004000	362000	Parking Rental Leases	3,000		-	
GIS Services	06100000	341811	Reduce per revenue projections	(35,000)		-	
Fed Ind National Endowment Art	10500000	333450	Increase per grant award	14,500		-	
Sale of Pottery Merchandise	11500000	341701	Reduce per revenue projections	(15,000)		-	
Program Fees	11500000	347601	Increase per actual revenue received	20,000		-	
Memorial Pool Programs	11600000	346100	Increase per actual revenue received	9,120		-	
Memorial Pool Admission	11600000	347300	Increase per actual revenue received	7,120		-	
Swimming Lessons	11600000	347320	Increase per actual revenue received	5,230		-	
Contributions Non-government	11600000	367000	Increase per actual revenue received	3,750		-	
Weed Control Services	11700000	345160	Increase per actual revenue received	22,000		-	
Other Fees	11700000	347900	Increase per actual revenue received	21,060		-	
Park Facility Rentals	11700000	362200	Increase per actual revenue received	6,070		-	
Contributions Non-government	11700000	367000	Increase per actual revenue received	6,060		-	
Aviary Contributions	11700000	367001	Increase per actual revenue received	1,630		-	
Miscellaneous Other	11800000	369910	Increase per actual revenue received	1,170		-	
Contribution UB Round-up	11900000	367000	Increase per actual revenue received	62,700		-	
State Fire Mobilization	12202000	342211	Increase per actual revenue received	9,000		-	
Fire Training	12400000	342212	2021 Training was cancelled	(27,500)		-	
Law Enforcement Services	13000000	342100	Off-duty service revenue	15,000		-	
Fed Dir - Dept of Justice	13100000	331160	2021 JAG Grant	12,970		-	
Plan Checking Services	14005000	345830	Increase per actual revenue received	43,000		-	
Development Applications	14105000	345811	Increase per actual revenue received	15,000		-	
Engineering Plan Review	15105000	345831	Increase per actual revenue received	26,200		-	
CDBG Entitlement Grant	16200000	331140	Increase per actual revenue received	9,130		-	
CDBG Home Repayment	16400000	389900	Increase per actual revenue received	21,270		-	
CDBG Entitlement Grant	16500000	331140	Increase per actual revenue received	61,485			

**December 15, 2021 Budget Amendment - Operations**

Interfund Interest	19000000	361430	Increase per actual revenue received	3,100	-	
Transfer-In Equipment	19000000	397518	Decrease in interfund loan interest	(56,000)	-	
Transfer-In LID	19000000	397268	LID was completed	5,760	-	
Transfer-In L ID Guarantee	19000000	397375	LID was completed	35,320	-	
PW Admin Service Charges	15000000	341820	Add revenue for additional expenses	-	101,590	
Federal Treasury Direct Grant	19000000	331210	Move ARPA revenue to 2022 for projects	(2,000,000)	2,000,000	
<b>TOTAL GENERAL FUND</b>					<b>(245,685)</b>	<b>2,701,590</b>
<b>STREETS FUND</b>						
Engineering Inspections	11200000	342410	Increase per actual revenue received	18,000	-	
Transfer in GF	11200112	397010	Increase per actual revenue received	70,590	-	
<b>TOTAL STREETS FUND</b>					<b>88,590</b>	<b>-</b>
<b>REET FUND</b>						
REET 1 - First Quarter	12200000	318340	Increase per revenue projections	200,000	-	
<b>TOTAL REET FUND</b>					<b>200,000</b>	<b>-</b>
<b>LODGING TAX FUND</b>						
Hotel/Motel Sales and Use Tax	12600000	313310	Increase per revenue projections	120,000	-	
Hotel/Motel Sales and Use Tax	12600000	313311	Increase per revenue projections	120,000	-	
<b>TOTAL LODGING TAX FUND</b>					<b>240,000</b>	<b>-</b>
<b>GENERAL DEBT SERVICE</b>						
Transfer-In GF	25000000	397010	Increase per debt expenditures	139,000	253,230	
<b>TOTAL DEBT SERVICE</b>					<b>139,000</b>	<b>253,230</b>
<b>GENERAL CONSTRUCTION FUND</b>						
Intergovernmental Contribution	31000000	36700	Increase per construction contract	932,740	-	
<b>TOTAL GENERAL CONSTRUCTION FUND</b>					<b>932,740</b>	
<b>WATER FUND</b>						
Engineering Inspections	41600000	342410	Increase per actual revenue received	13,000	-	
Residential Consumption City	41600000	343401	Increase per actual revenue received	450,000	-	
Residential Cons. County	41600000	343403	Increase per revenue projections	30,000	-	
Multifam. Cons. City	41600000	343407	Increase per revenue projections	30,000	-	
Comm Base County	41600000	343412	Increase per actual revenue received	1,500	-	
Indust. Base City	41600000	343414	Increase per revenue projections	4,000	-	
Indust. Cons. City	41600000	343415	Increase per actual revenue received	29,220	-	
COWW Consump.	41600000	343423	Increase per actual revenue received	50,000	-	
Hydropower Sales	41600000	343427	Increase per revenue projections	100,000	-	
Meter Install & Other	41600000	343431	Increase per revenue projections	30,000	-	
Cottonwood Utility CFC	41600000	379010	Increase per revenue projections	4,000	-	
Capital Facility Charge	41600000	379030	Increase per actual revenue received	55,000	-	
<b>TOTAL WATER FUND</b>					<b>796,720</b>	<b>-</b>
<b>WASTEWATER FUND</b>						
Discharge Fines and Penalties	41800000	359002	Increase per actual revenue received	200,000	-	
Capital Facility Charge	41800000	379030	Increase per actual revenue received	90,000	-	
<b>TOTAL WASTEWATER FUND</b>					<b>290,000</b>	<b>-</b>
<b>WATER IRRP</b>						

**December 15, 2021 Budget Amendment - Operations**

Residential Base City	43600000	343400	Increase per revenue projections	100,000	-	
Residential Consumption City	43600000	343401	Increase per actual revenue received	185,000	-	
Res. Cons. County	43600000	343403	Increase per actual revenue received	10,000	-	
3-4plex Cons. City	43600000	343405	Increase per actual revenue received	1,600	-	
Multifam. Cons. City	43600000	343407	Increase per actual revenue received	15,000	-	
Comm. Base City	43600000	343408	Increase per revenue projections	3,600	-	
Comm. Cons. City	43600000	343409	Increase per actual revenue received	14,000	-	
Indust. Base City	43600000	343414	Increase per revenue projections	1,200	-	
Indust. Cons. City	43600000	343415	Increase per actual revenue received	7,000	-	
COWW Consump.	43600000	343423	Increase per actual revenue received	17,000	-	
<b>TOTAL WATER IRRP</b>				<u>354,400</u>	<u>-</u>	<u>-</u>
<b>AMBULANCE FUND</b>			Increase per revenue projections		-	
GEMT Payment Program	42900000	332934	Increase per revenue projections	180,000	-	
BLS Emergency - WW County Res	42900000	342603	Increase per revenue projections	260,000	-	
ALS Emergency - WW County Res	42900000	342605	Increase per revenue projections	90,000	-	
State Adjustments	42900000	342621	Increase per revenue projections	(100,000)	-	
Federal Adjustment	42900000	342622	Increase per revenue projections	(180,000)	-	
Contributions Non-government	42900000	367000	Increase per actual revenue received	9,450	-	
<b>TOTAL AMBULANCE FUND</b>				<u>259,450</u>	<u>-</u>	<u>-</u>
<b>WESCOM FUND</b>						
Dept of Agriculture Grant	51000000	331100	Grant revenue received in 2022	(226,400)	226,400	
Dispatch Services	51000000	342800	Increase per actual revenue received	4,000	-	
<b>TOTAL WESCOM FUND</b>				<u>(222,400)</u>	<u>-</u>	<u>226,400</u>
<b>FLEET FUND</b>						
Fleet Charges	51700000	348020	Increase per revenue projections	200,000	-	
Fuel Charges	51700000	348030	Increase per revenue projections	10,000	-	
<b>TOTAL FLEET FUND</b>				<u>210,000</u>	<u>-</u>	<u>-</u>
<b>VEHICLE REPLACEMENT FUND</b>						
Equipment Replacement	51800000	348050	Parks compact track lift purchase	42,000	-	
Interfund Interest	51800000	361430	Interfund loan reduced to refund bond	(52,000)	-	
<b>TOTAL VEHICLE REPLACEMENT FUND</b>				<u>(10,000)</u>	<u>-</u>	<u>-</u>
<b>FIRE PENSION FUND</b>						
Transfer-In GF	61200000	397010	Reduce per pension requirements	(22,550)	-	
Transfer-In Ambulance	61200000	397429	Reduce per pension requirements	(2,380)	-	
<b>TOATAL FIRE PENSION FUND</b>				<u>(24,930)</u>	<u>-</u>	<u>-</u>
<b>Total Revenue Adjustment:</b>				<u>3,007,885</u>		<u>3,181,220</u>

**December 15, 2021 Budget Amendment - Operations**

**EXPENSE ADJUSTMENTS**

<b>Fund and Account Description</b>	<b>ORG Code</b>	<b>Object Code</b>	<b>Budget Adjustment Explanation</b>	<b>2021</b>	<b>Totals</b>	<b>2022</b>	<b>Totals</b>
<b>GENERAL FUND</b>							
Salary/Wages	05051420	1100	Reclass Accounting Supervisor			5,900	
PERS Contributions	05051421	2500	Reclass Accounting Supervisor			290	
Deferred Comp	05051422	2150	Reclass Accounting Supervisor			180	
WA State Pd Family & Med Leave	05051424	2600	Reclass Accounting Supervisor			10	
Interfund Loan Principal	05058110	7910	IFL Munis reclassified to LTGO principal	(57,120)		(55,840)	
Vehicle Oper & Maint	11757680	4968	Repair expenses greater than original budget	42,000		-	
Salary/Wages	15151891	1100	Add New Development Engineer			67,860	
PERS Contributions	15151891	2500	Add New Development Engineer			5,190	
Medical Insurance	15151891	2300	Add New Development Engineer			22,300	
Deferred Comp	15151891	2150	Add New Development Engineer			2,040	
Life Insurance	15151891	2400	Add New Development Engineer			70	
PERS Contributions	15151891	2100	Add New Development Engineer			6,960	
Medical Insurance	15151891	2300	Add New Development Engineer			20	
PERS Contributions	15151891	2200	Add New Development Engineer			130	
WA State Pd Family & Med Leave	15151891	2600	Add New Development Engineer			100	
Salary/Wages	15051890	1100	Move PW Communications from LF to PW Admin			65,310	
Social Security/Medicare Tax	15051890	2500	Move PW Communications from LF to PW Admin			5,000	
Medical Insurance	15051890	2300	Move PW Communications from LF to PW Admin			22,300	
Deferred Comp	15051890	2150	Move PW Communications from LF to PW Admin			1,960	
Life Insurance	15051890	2400	Move PW Communications from LF to PW Admin			70	
PERS Contributions	15051890	2100	Move PW Communications from LF to PW Admin			6,700	
Medical Insurance	15051890	2300	Move PW Communications from LF to PW Admin			20	
PERS Contributions	15051890	2200	Move PW Communications from LF to PW Admin			130	
WA State Pd Family & Med Leave	15051890	2600	Move PW Communications from LF to PW Admin			100	
Transfers-Out LEOFF Pension	18259700	0612	Reduce per pension requirements	(22,550)		-	
Interfund Loan Principal	19058110	7910	Reclass to LTGO debt principal			(117,500)	
Street Excise Transfer Out	19059700	0112	Street UET transfer	70,590		-	
Transfers-Out Debt	19059700	0250	2020 Bond refunding payment	7,000		253,230	
City Utilities	20057230	4400	No musical events in 2021	(10,000)		-	
<b>TOTAL GENERAL FUND</b>					<b>29,920</b>		<b>292,530</b>
<b>TRANSPORTATION FUND</b>							
Engineering Services	11260250	4963	Increase Bridge Removal Public Outreach	39,880		-	
Contractual/Professional Serv	11260261	4100	Close Sidewalk Remediation Project	(21,010)		-	
<b>TOTAL TRANSPORTATION FUND</b>					<b>18,870</b>		<b>-</b>
<b>LTGO DEBT FUND</b>							
Bond Principal Payment	25059113	7200	2020 Refunding GF CH remodel debt	34,280		34,750	
Bond Principal Payment	25059114	7200	2020 Refunding GF Munis IFL	47,220		47,860	
Bond Principal Payment	25059122	7200	2020 -2010 firetruck portion	(44,900)		(24,200)	
Bond Principal Payment	25059195	7200	2020 Refund GF streets IFL	175,870		178,260	
Bond Interest Payment	25059213	8310	2020 Refunding GF CH remodel debt	2,500		2,210	

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Bond Interest Payment	25059214	8310	2020 Refunding GF Munis IFL	3,440		3,040
Bond Interest Payment	25059295	8310	2020 Refund GF streets IFL	12,800		11,310
<b>TOTAL LTGO DEBT FUND</b>					<b>231,210</b>	<b>253,230</b>
<b>ABADIE LID FUND</b>						
Transfer to GF	26859700	0010	LID Paid off balance of cash to GF	5,670		-
Interfund Loan Principal	26858110	7910	Paid part of 2021 payment in 2020	(5,000)		-
<b>TOTAL LID FUND</b>					<b>670</b>	<b>-</b>
<b>LID GUARNTY FUND</b>						
Transfer to GF	27559700	0010	LID Paid off balance of cash to GF	35,320		-
<b>TOTAL LID GUARNTY FUND</b>					<b>35,320</b>	<b>-</b>
<b>GENERAL CONSTRUCTION FUND</b>						
Buildings and Structures	31059422	6700	Fire drill tower construction	932,740		-
<b>TOTAL GENERAL CONSTRUCTION FUND</b>					<b>932,740</b>	<b>-</b>
<b>STREET CONSTRUCTION FUND</b>						
Engineering Services	32054210	4963	Move project balance to Transportation Fund	(14,880)		-
<b>TOTAL STREET CONSTRUCTION FUND</b>					<b>(14,880)</b>	<b>-</b>
<b>WATER FUND</b>						
Supplies	41653410	3100	Close WTP Hydro Generator Maintenance Project	(7,500)		-
Contractual/Professional Serv	41653410	4100	Close WTP Hydro Generator Maintenance Project	(27,219)		-
Contractual/Professional Serv	41653410	4100	Close Leak Detection Project	(17,859)		-
Engineering Services	41653410	4963	Close Leak Detection Project	(3,931)		-
Contractual/Professional Serv	41653410	4100	Close Reynolds Water Main Project	(34,206)		-
Contractual/Professional Serv	41653410	4100	Close Well 6 Convent Project	(1,745)		-
Engineering Services	41653410	4963	Close Well 6 Convent Project	(1,262)		-
Engineering Services	41653410	4963	Close High School Fire Flow Modeling	(1,612)		-
Contractual/Professional Serv	41653430	4100	Close ASR Data Collection/Reporting Project	(16,805)		-
Building Maintenance	41653410	4700	Close Watershed Project	(18,919)		-
Utility Excise Tax	41653400	4810	Increase Utility Excise Tax per Projections	105,580		-
Vehicle Oper & Maint	41653480	4968	Repair expenses greater than original budget	15,000		-
Vehicle Oper & Maint	41653489	4968	Repair expenses greater than original budget	30,000		-
<b>TOTAL WATER FUND</b>					<b>19,523</b>	<b>-</b>
<b>SANITATION FUND</b>						
Salary/Wages	41553780	1100	Add new Sanitation Operator	-		49,320
Social Security/Medicare Tax	41553780	2500	Add new Sanitation Operator	-		3,770
Medical Insurance	41553780	2300	Add new Sanitation Operator	-		19,810
Deferred Comp	41553780	2150	Add new Sanitation Operator	-		1,480
Life Insurance	41553780	2400	Add new Sanitation Operator	-		70
PERS Contributions	41553780	2100	Add new Sanitation Operator	-		5,060
Medical Insurance	41553780	2300	Add new Sanitation Operator	-		20

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PERS Contributions	41553780	2200	Add new Sanitation Operator	-	130
WA State Pd Family & Med Leave	41553780	2600	Add new Sanitation Operator	-	80
<b>TOTAL SANITATON FUND</b>					<b>79,740</b>
<b>STORMWATER FUND</b>					
Supplies	41760110	3100	Close Water Quality SW Capacity Grant	(22,080)	-
Urban Forestry Maintenance	41753180	4703	Bucket truck per CM	22,000	-
<b>TOTAL STORMWATER FUND</b>				<b>(80)</b>	<b>-</b>
<b>WASTEWATER FUND</b>					
Contractual/Professional Serv	41860510	4100	Close General Sewer Plan Project	(4,138)	-
Permits and Fees	41860510	4160	Close General Sewer Plan Project	(5,000)	-
Engineering Services	41860510	4963	Close General Sewer Plan Project	(8,375)	-
Contractual/Professional Serv	41860510	4100	Close Capacity Rate Study Project	(35,660)	-
Engineering Services	41860510	4963	Close Capacity Rate Study Project	(3,768)	-
<b>TOTAL WASTEWATER FUND</b>				<b>(56,942)</b>	<b>-</b>
<b>LANDFILL FUND</b>					
Salary/Wages	41953790	1100	Add Landfill Operator	-	51,330
Social Security/Medicare Tax	41953790	2500	Add Landfill Operator	-	3,930
Medical Insurance	41953790	2300	Add Landfill Operator	-	19,800
Deferred Comp	41953790	2150	Add Landfill Operator	-	1,540
Life Insurance	41953790	2400	Add Landfill Operator	-	70
PERS Contributions	41953790	2100	Add Landfill Operator	-	5,260
Medical Insurance	41953790	2300	Add Landfill Operator	-	20
PERS Contributions	41953790	2200	Add Landfill Operator	-	130
WA State Pd Family & Med Leave	41953790	2600	Add Landfill Operator	-	80
Salary/Wages	41953790	1100	Move PW Communications from LF to PW Admin	-	(65,310)
Social Security/Medicare Tax	41953790	2500	Move PW Communications from LF to PW Admin	-	(5,000)
Medical Insurance	41953790	2300	Move PW Communications from LF to PW Admin	-	(22,300)
Deferred Comp	41953790	2150	Move PW Communications from LF to PW Admin	-	(1,960)
Life Insurance	41953790	2400	Move PW Communications from LF to PW Admin	-	(70)
PERS Contributions	41953790	2100	Move PW Communications from LF to PW Admin	-	(6,700)
Medical Insurance	41953790	2300	Move PW Communications from LF to PW Admin	-	(20)
PERS Contributions	41953790	2200	Move PW Communications from LF to PW Admin	-	(130)
WA State Pd Family & Med Leave	41953790	2600	Move PW Communications from LF to PW Admin	-	(100)
Contractual/Professional Serv	41960720	4100	Close Carbon Credit Project, moved to O&M budget	(51,005)	-
Permits and Fees	41960720	4160	Close Carbon Credit Project, moved to O&M budget	(15,788)	-
Engineering Services	41960720	4963	Close Carbon Credit Project, moved to O&M budget	(34,577)	-
Contractual/Professional Serv	41960720	4100	Close Compost Building Remodel Project	(6,675)	-
Supplies	41960720	3100	Close Compost Building Remodel Project	(5,000)	-
Contractual/Professional Serv	41960720	4100	Close Health and Safety Plan Project	(735)	-
Engineering Services	41960720	4963	Close Health and Safety Plan Project	(5,223)	-
Utility Excise Fees	41953790	4810	Increase per revenue projections	42,000	-
<b>TOTAL LANDFILL FUND</b>				<b>(77,002)</b>	<b>(19,430)</b>
<b>AMBULANCE FUND</b>					

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Vehicle Replacement	42952270	4966	Increase per city manager	134,300	-
Interfund Loan Principal	42958110	7910	2020 IFL amount was reduced	(29,400)	-
Transfers-Out LEOFF Pension	42959700	0612	Reduce per pension requirement	(2,380)	-
TOTAL AMBULANCE FUND				<u>102,520</u>	<u>-</u>
WATER IRRP FUND					
Utility Excise Tax	43653480	4810	Increase Utility Excise Tax per Projections	<u>57,590</u>	<u>-</u>
TOTAL WATER IRRP FUND				<u>57,590</u>	<u>-</u>
Total Expense Adjustment:				<u>1,279,460</u>	<u>606,070</u>
FUND BALANCE ADJUSTMENTS					
FUND BALANCE					
Committed Fund Balance				1,000,000	-
Unrestricted Fund Balance				<u>(1,000,000)</u>	<u>-</u>
Total Fund Balance Adjustment:				<u>0</u>	<u>0</u>



**December 15, 2021 Budget Amendment - CIP**

REVENUE ADJUSTMENTS								
CIP BUDGET ADJUSTMENT	Project	Org Code	Object Code	Budget Adjustment Explanation	2021	Totals	2022	Totals
TRANSPORTATION FUND								
Transfer-In REET	st2101	11209000	397122	Transfer in for Howard & Chestnut Intersection	-		126,540	
Transfer-In Street Construct	st1906	11200000	397320	Transfer in balance for Bridge Removal Public Outreach	14,880		-	
TOTAL TRANSPORTATION FUND						14,880		126,540
STREET CONSTRUCTION FUND								
Transfer-In Streets	st2101	32009000	397122	Transfer in for Howard & Chestnut Intersection	-		126,540	
Transfer-In Streets	st2105	32009000	397112	Transfer in for Lowden & 12th Roadway	24,200		-	
Transfer-In Streets	st1901	32009000	397112	Transfer in for Citywide Pedestrian Non-grant Expenses	92,000		-	
Transfer-In Streets	tbd9023	32009000	397112	Transfer out for Alder Expenses	10,000		-	
TOTAL STREET CONSTRUCTION FUND						126,200		126,540
Total Revenue Adjustment:						141,080		253,080
EXPENSE ADJUSTMENTS								
CIP BUDGET ADJUSTMENT	Project	Org Code	Object Code	Budget Adjustment Explanation	Totals		Totals	
TRANSPORTATION FUND								
Contractual/Professional Serv	st2101	11260440	4100	Increase for Howard/Chestnut Design	-		116,540	
Transfer-Out Streets Const	st1901	11259700	0320	Transfer out for Citywide Pedestrian Non-grant Expenses	92,000		-	
Transfer-Out Streets Const	st2105	11259700	0320	Transfer out for Lowden & 12th Roadway	24,200		-	
TOTAL TRANSPORTATION FUND						116,200		116,540
REET FUND								
Transfer-Out Streets Const	st2101	12259700	0320	Transfer out for Howard/Chestnut Expenses	-		126,540	
TOTAL REET FUND						-		126,540
STREET CONSTRUCTION FUND								
CIP - Howard & Chestnut	st2101	32090530	6760	Increase for Howard/Chestnut Design	-		116,540	
CWIP - Alder/Poplar TBD	tbd9023	32090530	6706	Increase 2021 estimated expenses for Alder/Poplar	10,000		-	
Transfers-Out Street Ops	st1906	32059700	0113	Transfer out for Bridge Removal Public Outreach	14,880		-	
TOTAL STREET CONSTRUCTION FUND						24,880		116,540
TBD FUND								
Construction in Progress		39930510	6799	Reduce CFP set-a-side budget	(260,000)		-	
Transfer-Out Streets Const	tbd9023	39990597	0320	Transfer out for Alder Expenses	10,000		-	
TOTAL TBD FUND						(250,000)		-
SANITATION FUND								
Construction in Progress	n/a	41535943	6799	Reduce Set-a-side	(400,000)		-	
TOTAL SANITATION FUND						(400,000)		-
WATER FUND								
Construction in Progress		41630434	6799	Reduce Set-a-side	(2,152,100)		-	
CWIP - Sumach & Sturm	wa2102	41630434	6735	Close Sumach & Sturm Water Improvements Project	(39,397)		-	
CWIP - Isaacs Ave IRRP018	irrp018	41630434	6711	Close Isaacs Project Utility Budgets	(68,920)		-	
TOTAL WATER FUND						(2,260,417)		-
STORMWATER FUND								
Construction in Progress		41759540	6799	Reduce Set-a-side	(50,792)		-	
CWIP - Isaacs Ave IRRP018	irrp018	41759540	6711	Close Isaacs Project Utility Budgets	(6,814)		-	
TOTAL STORMWATER FUND						(57,606)		-

REVENUE ADJUSTMENTS							
<b>WASTEWATER FUND</b>							
Construction in Progress		41830435	6799	Reduce Set-a-side	(30,000)	-	
CWIP- WWTP Solids Bldg Ceiling	wwtp1805	41830435	6727	Close Solids Building Project	(7,525)	-	
CWIP - WWTP Screens	wwtp1707	41830435	6724	Close Screens Project	(12,716)	-	
CWIP - WWTP SCADA	wwtp2002	41830435	6738	Close SCADA Project	(2,278)	-	
CWIP - Isaacs Ave IRRP018	irrp018	41830435	6711	Close Isaacs Project Utility Budgets	(54,446)	-	
<b>TOTAL WASTEWATER FUND</b>						<u>(106,965)</u>	<u>-</u>
<b>LANDFILL FUND</b>							
Contractual/Professional Serv	lf1902	41960720	4100	Close LF Water System Project	(3,902)	-	
CWIP - LF Water System	lf1902	41959437	6731	Close LF Water System Project	(6,991)	-	
<b>TOTAL LANDFILL FUND</b>						<u>(10,893)</u>	<u>-</u>
<b>WATER IRRP FUND</b>							
Construction in Progress		43659434	6799	Reduce Set-a-side	(627,244)	-	
CWIP - Isaacs Ave IRRP018	irrp018	43659434	6711	Close Isaacs Project Utility Budgets	(17,269)	-	
<b>TOTAL WATER IRRP FUND</b>						<u>(644,513)</u>	<u>-</u>
<b>WASTEWATER IRRP FUND</b>							
Construction in Progress		43859435	6799	Reduce Set-a-side	(122,845)	-	
CWIP - Isaacs Ave IRRP018	irrp018	43859435	6711	Close Isaacs Project Utility Budgets	(8,604)	-	
<b>TOTAL WASTEWATER IRRP FUND</b>						<u>(131,449)</u>	<u>-</u>
<b>Total Expense Adjustment:</b>					<b>(3,720,763)</b>		<b>359,620</b>



ar-4470

Pgs. 23-41

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** Grant application for removal of the 5th Avenue Bridge and replacing it with a Bicycle/Pedestrian Bridge

**Submitted For:** Monte Puymon, Public Works Department

**Project No:**  
ST19006

**Financial Comments:**

The grant application is seeking no local match, however some participation from the City may be necessary to accommodate the bicycle/pedestrian bridge (e.g., lighting, sidewalks, and/or other amenities/features).

**All Contracts:**

Not Applicable

**Federally funded contracts only:**

Not Applicable

**Construction contracts only:**

Not Applicable

**Brief Summary of Requested Action:**

Seeking a resolution from Council supporting City and/or city partners efforts to acquire grant funding for the removal of the 5th Avenue bridge over Mill Creek, and replacing it with a bicycle/pedestrian bridge.

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**Information**

**HISTORY:**

Seeking a resolution from Council supporting city and/or city partner efforts to acquire grant funding for the removal of the 5th Avenue bridge over Mill Creek, and replacing it with a bicycle/pedestrian bridge.

Item to be discussed with Council at the December 13, 2021 Work Session.

Removal of the 5th Avenue bridge was previously discussed with Council at the February 8, 2021 Work Session. Following the work session, staff submitted a grant application to remove the 5th Avenue bridge and replace the bridge at 4th Avenue. The city's application was not funded. The next application for grant funding will be led by the Tri-State Steelheaders. That application is due in January.

**POLICY ISSUES:**

Removes an existing vehicular bridge, replacing it with a bicycle/pedestrian bridge.

## **PLAN COMPLIANCE:**

### **STRATEGIC PLAN:**

Strategic Initiative 2: Fix and Improve the City's Infrastructure.

Objectives:

2. Continue work on the City's Transportation Network (e.g. streets, sidewalks, bridges, etc.)

### **COMPREHENSIVE PLAN:**

Community Character Goal 5 Walla Walla incorporates open spaces and natural features as part of its attractions and regional identity.

- CC Policy 5.1 Work with public and private partners to enhance the Mill Creek corridor with ecological restoration and trails to become a keystone asset in the city's physical identity.
- CC Policy 5.2 Protect and revitalize stream corridors and natural areas as the foundation of the city's character and name.

Land Use Goal 2 Walla Walla coordinates with neighboring communities and state agencies for the improvement of the region.

- LU Policy 2.3 Cooperate with neighboring communities to ensure the protection and revitalization of the region's natural resources.
- LU Policy 2.6 Cooperate regionally on the development and siting of essential public facilities to ensure that the burden, impact, and benefit is equitably distributed among neighboring communities.
- LU Policy 2.7 Continue coordination with the Confederated Tribes of the Umatilla Indian Reservation, the Army Corps of Engineers, and Walla Walla County Flood Control District to restore Mill Creek.

Land Use Goal 5 Walla Walla is a healthy city with opportunities for physical activity.

- LU Policy 5.1 Consider physical activity and health when adopting land use policies and regulations and in the siting of community facilities.

Economic Development Goal 2 Walla Walla has high-quality infrastructure to support economic development.

- ED Policy 2.1 Provide the infrastructure needed for business and industries to locate in Walla Walla, including utilities, transportation connections, and suitable land capacity.

Economic Development Goal 8 Tourism continues to be an important part of Walla Walla's economy, including heritage and wine tourism.

- ED Policy 8.2 Maintain and improve the built environment of sidewalks, parks, paths and other public amenities that visitors will enjoy and utilize.

Environment and Natural Resources Goal 1 Water, air, and soil resources in Walla Walla are protected.

- ENR Policy 1.7 Encourage cooperation and coordination among communities in the Walla Walla Basin to protect and enhance the environment and natural resources. Pursue regional solutions for air quality impacts and environmental problems related to industry and agriculture.
- ENR Policy 1.8 Protect the community from hazards, including, but not limited to, earthquakes, severe storms, wildfires and flooding.
- ENR Policy 1.9 Require compliance with standards and guidelines for endangered

species protection.

ENR Policy 1.10 Plan for the anticipated impacts of climate change, and participate in broader efforts to minimize climate change.

Environment and Natural Resources Goal 2 Residents of Walla Walla are aware of environmental issues and strategies.

- ENR Policy 2.1 Work with partners to develop public awareness and educational programs for the protection and enhancement of natural areas.

Environment and Natural Resources Goal 3 Restore Mill Creek to a natural ecosystem and improve fish habitat while recognizing the vital flood control functions of the channel.

- ENR Policy 3.1 Develop a Mill Creek Corridor Plan with a focus on the opportunity to “daylight” Mill Creek through the downtown. The Lower Mill Creek Assessment and Strategic Action Plan can be used for guidance.

Transportation Goal 1 Promote and develop transportation systems that support and enhance the movement of people and goods to ensure a prosperous economy.

- TP Policy 1.2 Enhance existing and new crossings for pedestrians and bicyclists where appropriate.
- TP Policy 1.3 Provide facilities for all modes of transportation.

Transportation Goal 2 Provide for and improve the safety and security of transportation users and the transportation system.

- TP Policy 2.1 Improve the efficiency, safety, access, capacity, and reliability of the freight system.
- TP Policy 2.2 Establish stable and diverse revenue sources to meet transportation investment needs of the City.
- TP Policy 2.3 Support and enhance access to and from major employment areas, the Walla Walla Regional Airport, and local tourism destinations.

Transportation Goal 3 Provide all users with complete streets that connect the City of Walla Walla’s neighborhoods, parks, schools, employment centers, and retail areas.

- TP Policy 3.2 Limit cul-de-sacs to enhance connectivity and accessibility for all users of the transportation system.

Transportation Goal 4 Maintain, preserve, and extend the life of the City’s transportation infrastructure.

- TP Policy 4.1 Inventory and prioritize preservation of existing transportation infrastructure (roads, bridges, traffic control devices, lighting, etc.).
- TP Policy 4.2 Maintain the existing transportation infrastructure to preserve the intended function and extend the useful life.
- TP Policy 4.3 Modify design standards where applicable to build cost effective transportation facilities.

Transportation Goal 5 Design and construct transportation facilities in a manner that enhances the livability of the City of Walla Walla and health of its residents.

- TP Policy 5.1 Protect the scenic, natural, and cultural resources as well as the historic character of Walla Walla.

- TP Policy 5.2 Create a well-connected network of streets, paths, and transit service to provide active transportation options.

Transportation Goal 6 Maintain the predictable movement of goods and people throughout the City of Walla Walla to relieve traffic congestion and improve reliability for freight.

- TP Policy 6.1 Implement new or improved transportation connections to enhance the efficiency and reliability of the multimodal transportation system.
- TP Policy 6.3 Improve travel reliability, safety, and efficiency with system management solutions (e.g., coordinated traffic signal timing).

Capital Facilities and Utilities Goal 1 Walla Walla's capital facilities and utilities are well maintained and up-to-date to meet the demands of growth and economic development.

- CFU Policy 1.1 Maintain updated plans for the provision of public utility services.

Capital Facilities and Utilities Goal 2 Capital facilities and utilities are located in such a way as to provide safe and efficient service to all residents.

- CFU Policy 2.3 Design and distribute public facilities and services, including streets and utilities, to ensure equitable supply and access to all segments of the population.
- CFU Policy 2.5 Situate emergency service facilities to maximize ease of access and minimize response time.

Capital Facilities and Utilities Goal 5 The sound fiscal management of government services and facilities promotes a transparent and collaborative relationship between government and residents.

- CFU Policy 5.1 Plan for rehabilitation of the City's utility infrastructure to ensure safe, reliable, and efficient service.

CFU Policy 5.2 Encourage and pursue, whenever feasible, opportunities to share facilities and costs with different public or private agencies/entities.

### **ALTERNATIVES:**

Not pursue grant funding for removal of the 5th Avenue Bridge at this time.

### **STAFF RECOMMENDATION:**

Approve a resolution supporting city and/or city partner efforts to acquire grant funding for the removal of the 5th Avenue bridge over Mill Creek, and replacing it with a bicycle/pedestrian bridge.

### **CITY MANAGER COMMENTS:**

Approved for City Council action.

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## **Attachments**

Res 2021-158

2021-12-13 5th Ave Bridge

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**RESOLUTION NO. 2021-158**

A RESOLUTION SUPPORTING SUBMISSION OF A GRANT APPLICATION FOR REMOVAL OF THE FIFTH AVENUE VEHICLE BRIDGE OVER MILL CREEK AND REPLACEMENT OF THE BRIDGE WITH A PEDESTRIAN BRIDGE AND TAKING OTHER NECESSARY ACTION WITH RESPECT TO SUCH GRANT PROGRAM

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, RCW 35A.11.020 provides in pertinent part that “[t]he legislative body of each code city shall have all powers possible for a city or town to have under the Constitution of this state, and not specifically denied to code cities by law;” and

WHEREAS, Walla Walla has “all of the powers which any city of any class may have and shall be governed in matters of state concern by statutes applicable to such cities in connection with such powers to the extent to which such laws are appropriate and are not in conflict with the provisions specifically applicable to code cities” pursuant to RCW 35A.21.160; and

WHEREAS, RCW 35A.11.040 authorizes the Walla Walla City Council to “accept any gift or grant for any public purpose and may carry out any conditions of such gift or grant when not in conflict with state or federal law;” and

WHEREAS, section 35.21.735 of the Revised Code of Washington declares that “carrying out the purposes of federal grants or programs is both a public purpose and an appropriate function for a city, town, county, or public corporation” and authorizes entry into agreements to receive and expend grant funds; and

WHEREAS, Chapter 39.34 of the Revised Code of Washington authorizes political subdivisions to enter into intergovernmental cooperation agreements, and

WHEREAS, grant funding may be available for removal of the Fifth Avenue vehicle bridge over Mill Creek and replacement of the bridge with a pedestrian bridge; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said program careful review and consideration, and finds that participation in the program is an appropriate function for the city and that the best interests of the City of Walla Walla will be served by participation in the program and cooperative allocation of grant funding;

**NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:**

***Section 1:*** The Walla Walla City Council hereby supports submission an application

for grant funding for removal of the Fifth Avenue vehicle bridge over Mill Creek and replacement of the bridge with a pedestrian bridge. The Walla Walla City Manager, and/or designees of the Walla Walla City Manager are authorized to submit an application, a letter of support, or other documents that may be needed to obtain grant funding.

**Section 2:** The City Manager of the City of Walla Walla is hereby authorized to accept grants referenced in Section 1 herein on behalf of the City of Walla Walla, and the Walla Walla City Manager, and/or designees of the Walla Walla City Manager, are hereby authorized and empowered to execute a grant agreement and other documents that may be required to participate in the grant program.

**Section 3:** The City Manager of the City of Walla Walla is designated as the chief administrative official and authorized representative in all matters arising out of participation in the grant program authorized by Sections 1 and 2 herein, and the City Manager of the City of Walla Walla, and/or designees of the Walla Walla City Manager, are hereby authorized, empowered, and directed to comply with program requirements and to make such certifications, reports, or other representations which may be necessary on behalf of the City of Walla Walla.

**Section 4:** The Walla Walla City Manager, and/or designees of the Walla Walla City Manager, are hereby authorized and empowered to approve and execute other documents related to and required by the grant program.

**Section 5:** The City Manager of the City of Walla Walla is hereby authorized and empowered to execute intergovernmental agreements, sub-recipient agreements, and other documents regarding acceptance, receipt and use of grant funding and participation in the grant program, and amendments thereto, on the following conditions: (a) the content of any agreement, document or amendment executed by the Walla Walla City Manager shall comply with grant program requirements, (b) no agreement, document or amendment executed by the Walla Walla City Manager shall relieve the City of Walla Walla from compliance with enactments of the Walla Walla City Council or any other non-delegable obligation or responsibility imposed by law, (c) any agreement, document or amendment executed by the City Manager shall be reported to the Walla Walla City Council at the first meeting of the Walla Walla City Council following execution of the agreement, document or amendment, and (d) any agreement, document or amendment executed by the City Manager may be revoked and terminated by the Walla Walla City Council at the meeting that it is first reported to the Walla Walla City Council.

**Section 6:** The Walla Walla City Clerk is hereby authorized and directed to attest any agreement or other document executed in accordance with this resolution.



**PASSED** by the City Council of the City of Walla Walla, Washington, December 15, 2021.

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Mayor

Attest:

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City Clerk

Approved as to form:

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City Attorney

# 5<sup>th</sup> Avenue Bridge Grant

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## City Council Work Session

December 13, 2021

Presented By:

Monte Puymon P.E. – City of Walla Walla, Transportation Engineer

Brian Burns – Tri-State Steelheaders, Executive Director

# Seeking Council Support

- To partner with the Tri-State Steelheaders and the Snake River Salmon Recovery Board for funding through the Washington State Fish Barrier Removal Board
  - Remove 5<sup>th</sup> Avenue Bridge
  - Replace it with a Bicycle/Pedestrian Bridge
  - Fish passage enhancements
  - Grant Application is Due January 13, 2022
- Consider formal action at the December 15 Council Meeting

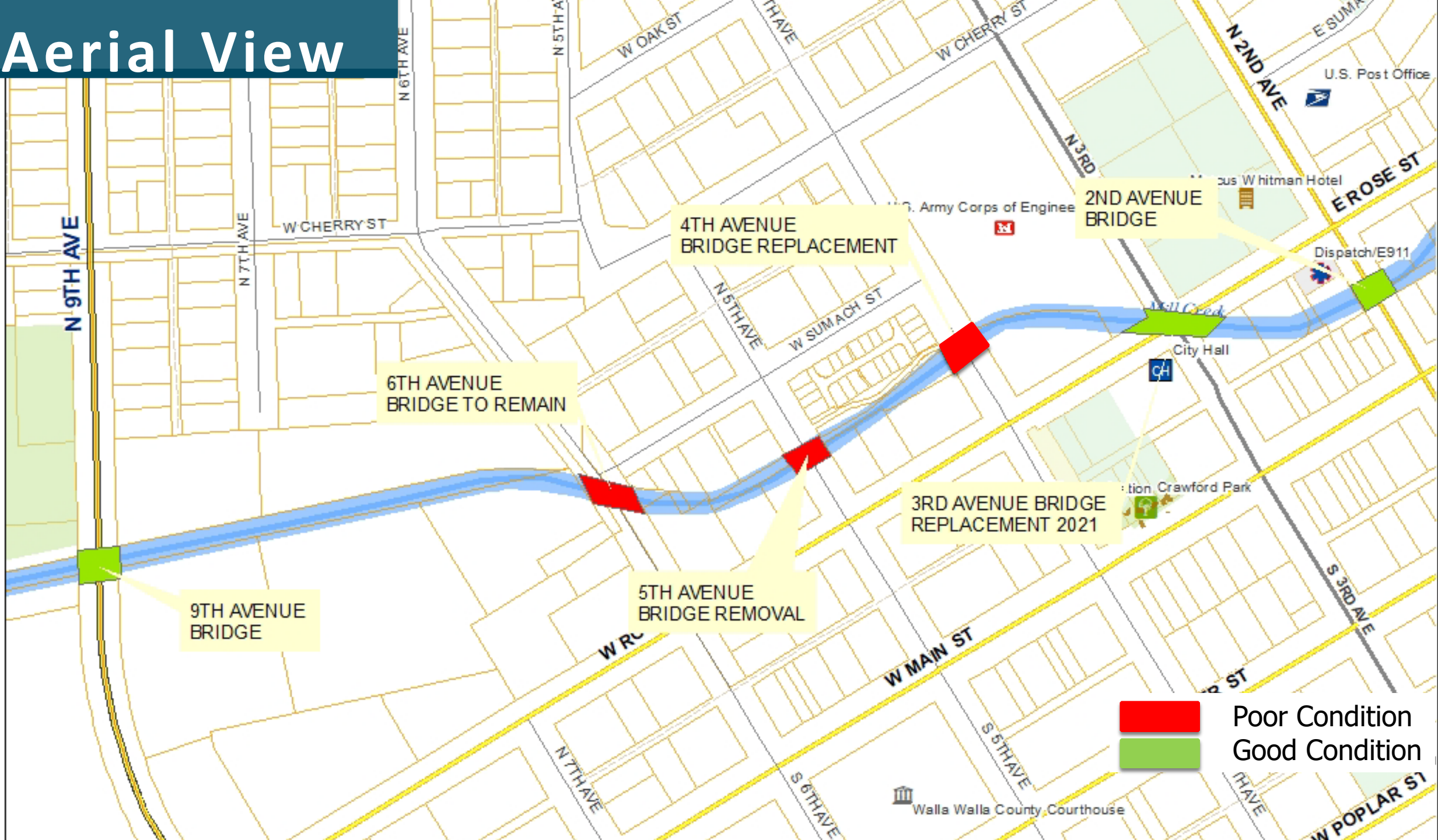


# Why – Conditions/Need

- 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Ave bridges are at the end of their useful life (>75 years old) and are in poor condition.
- There are 6 bridges over 8 blocks crossing Mill Creek in this area:
  - 2nd Avenue
  - 3rd Avenue/Rose St – Replaced in 2021
  - 4th Avenue
  - 5th Avenue-Fish Passage Barrier
  - 6th Avenue-Fish Passage barrier
  - 9th Avenue



# Aerial View





# Why – Cost/Affordability

Bridge	Replacement	Removal/Replacement
4 <sup>th</sup> Avenue	\$3,600,000	\$3,600,000
5 <sup>th</sup> Avenue	\$3,500,000	\$1,200,000
6 <sup>th</sup> Avenue	\$4,300,000	\$1,500,000
<b>TOTAL</b>	<b>\$11,400,000</b>	<b>\$6,300,000</b>



# **PUBLIC OUTREACH – Jan/Feb 2021**

- Issued news release and posted to City Website.
- Walla Walla Union Bulletin, Fox 41 Yakima ran stories.
- Hard copies of English and Spanish fliers and surveys were handed out door to neighborhood north of Rose Street.
- Video explaining the proposed project in Spanish and English posted.
- City social media push included outreach to the following platforms:
  - Facebook (8,296 Followers)
  - Nextdoor (3,994 Members)
  - Twitter (588 Followers)

# PUBLIC INPUT

- Public response was generally in favor of the following:
- Replace 4th Avenue bridge.
- Remove 5th Avenue Bridge.
- Leave the 6th Avenue bridge as is for now. If removed replace it with a pedestrian bridge.



# WSDOT Bridge Program

- 2021 Application was Unsuccessful

## Fish Passage Partnership

- Tri-State Steelheaders
- Snake River Salmon Recovery Board

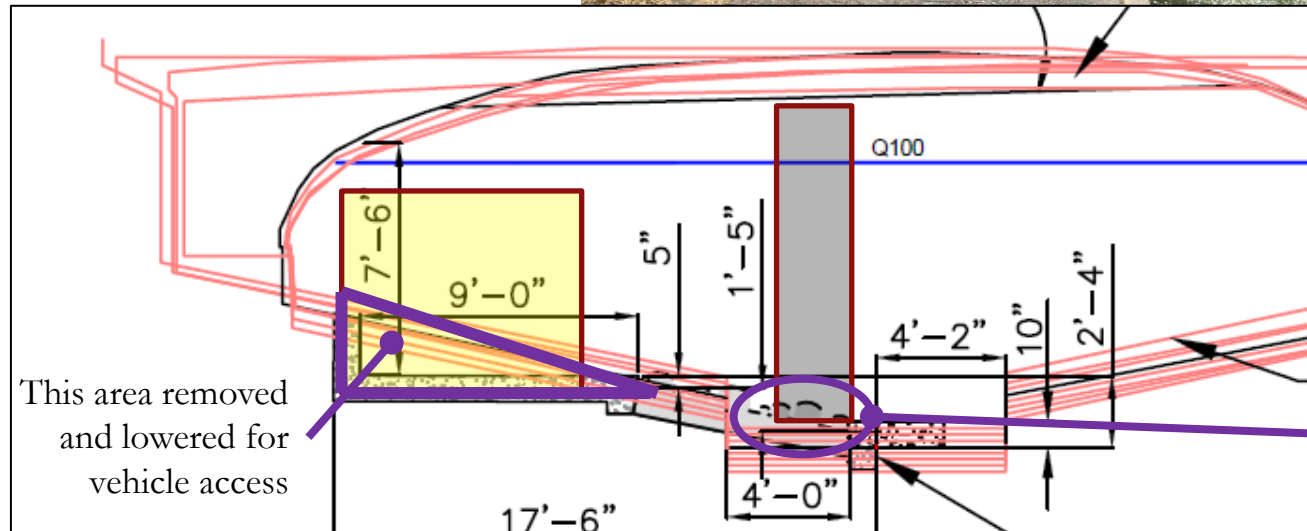
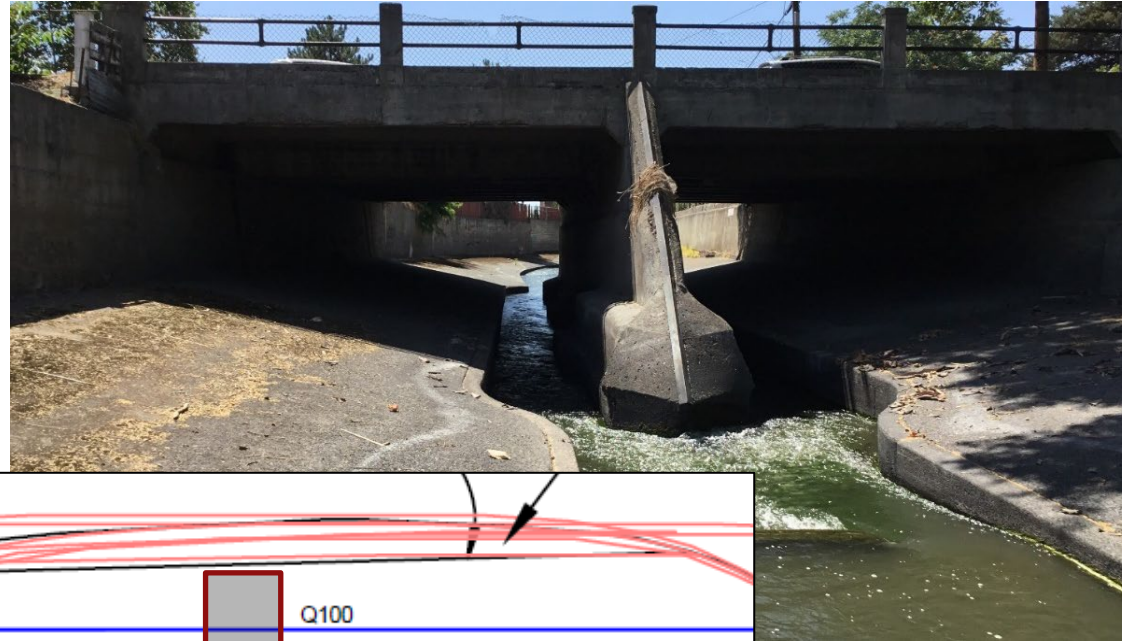


# Mill Creek Passage – 6<sup>th</sup> Ave Extension

5<sup>th</sup> and 6<sup>th</sup> Avenue bridge piers are barriers, and occupy space in the channel needed to fit the fish passage treatment and maintenance vehicle access

Left: View downstream at the 5<sup>th</sup> Avenue bridge

Below: Downstream view from the plan set. Red lines are the bridge and concrete channel. Yellow box represents clearance required by county public works maintenance vehicles.



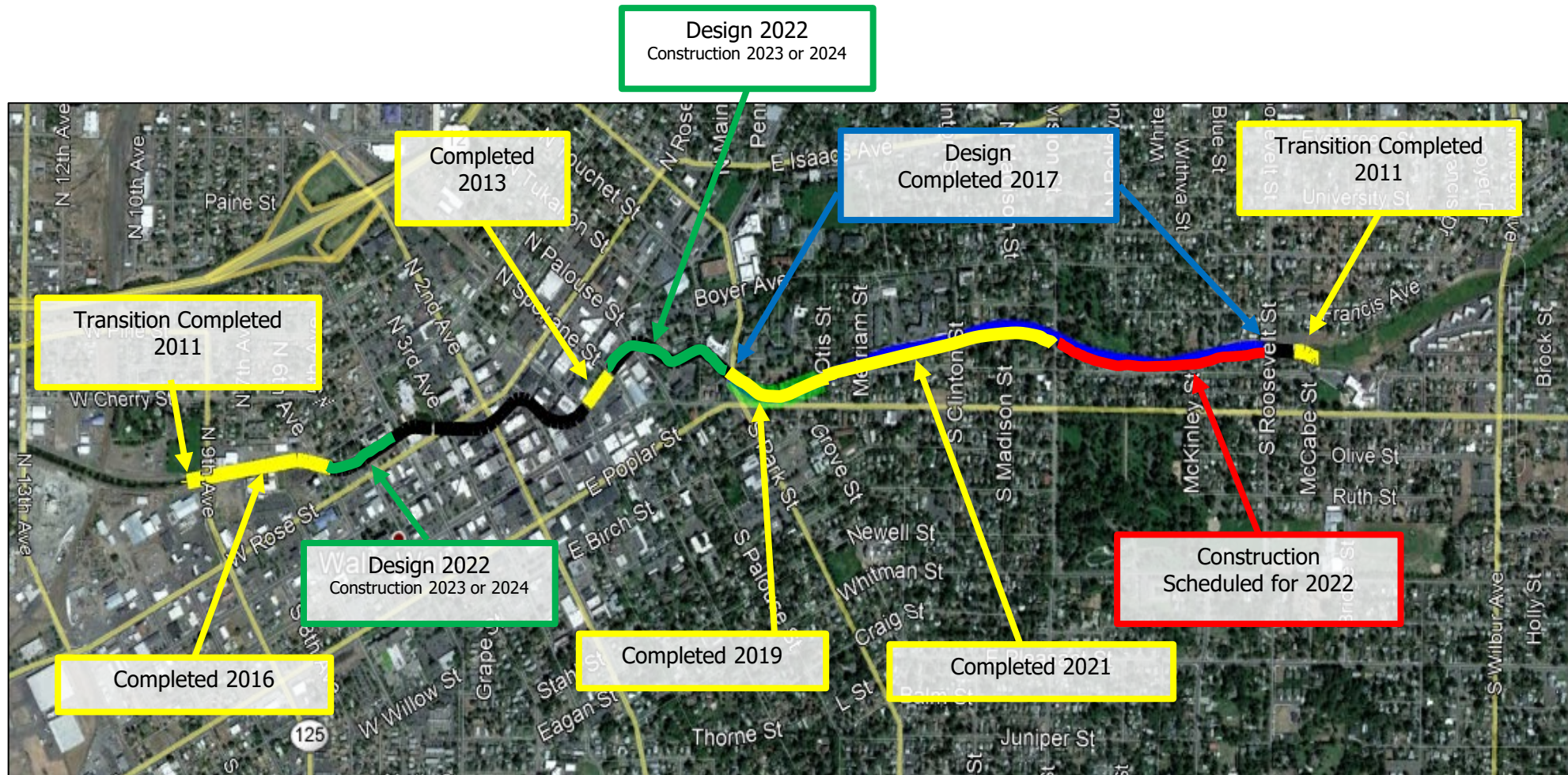
This area removed and lowered for vehicle access

The bridge pier area is needed for placement of fish passage treatment



# Overview of Mill Creek Fish Passage Projects

## Completed and Proposed Work



# Staff Recommends

- Partnering with the Tri-State Steelheaders and Snake River Salmon Recovery Board to pursue a Washington State Fish Barrier Removal Board grant including the removal of the existing 5<sup>th</sup> Avenue Bridge over Mill Creek and replacement with a Bicycle/Pedestrian Bridge.
- Next Step – Consider a resolution supporting a grant application at the December 15, 2021 Council Session.



# Thank you

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ar-4436

Pgs. 42-48

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** Approval of Amendment No. 8 to Walla Walla Alliance for the Homeless Contract

**Submitted For:** Elizabeth Chamberlain, Support Services

**Financial Comments:**

The 2022 operations of the sleep center is estimated to be \$163,500 for the Walla Walla Alliance for the Homeless (Alliance) and Pacific Security contracts as well as electric, phone, and port-a-potty months expenses. A portion of the sleep center general operations is supported through a contract with WW County Dept. of Health utilizing the document recording fees. The estimated 2022 contract total specifically with the Alliance is \$55,000.

The 24/7 operations has seen results in moving Sleep Center guests into better housing situations and recommend continuing those operations into 2022. The Alliance receives grant funding through Walla Walla County Dept. of Health that is likely to continue through September 30, 2022. The City has identified a portion of its ARPA funds to support the 24/7 operations from October 1, 2022 through December 31, 2022.

**All Contracts:**

Yes

**Federally funded contracts only:**

Not Applicable

**Construction contracts only:**

Not Applicable

**Brief Summary of Requested Action:**

Authorize the City Manager to extend the operations contract with Walla Walla Alliance for the Homeless through December 31, 2022.

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**Information**

**HISTORY:**

After much deliberation and public input, on May 23, 2017, the City Council closed the homeless camping site adjacent to Memorial Golf Course and opened the homeless sleeping site at the City's Service Center.

May 20, 2017: the City Manager signed the contract with the Walla Walla Homeless Alliance to provide services related to the in-take and registration process along with overall sleeping site oversight.

April 2018: Contract amended to adjust intake hours based on seasonal factors as well as adjusting the base pay to meet the amount security was receiving.

December 2018: City of Walla Walla enters into a contract with Walla Walla County to receive funding for emergency shelter as well as offer supportive housing services aimed at exiting individuals from homelessness.

February 2019 : Staff, Alliance personnel, and County representatives agree to the City contracting with the Alliance and allowing sub-recipients to offer supportive housing and case management services.

March 2019: Alliance identifies qualified case management services and is negotiating contract services.

April 2019: Move to the permanent site at 1181 W. Rees Avenue completed.

April 2020: Transitioned to 24/7 Shelter Operations in response to the COVID-19 pandemic emergency. The transition to 24/7 Shelter Operations is not possible without the support of grant funds through Walla Walla County Dept. of Community Health, Population Health supporting the shelters from the health perspective, and the Walla Walla Alliance for the Homeless.

September 2020: 4 additional Conestoga huts, paid for through a grant, added to the Sleep Center that helps lessen the burden on the overflow tent area.

2021 Operations: 24/7 shelter operations continue to be successful and recommend continuation into 2022. [Click here for a copy of the existing contract with amendments.](#)

## **POLICY ISSUES:**

The proposed contract amendment is structured as follows:

1. Continue 24/7 Shelter Operations through December 31, 2022 and is dependent on the grant funding continuing through Walla Walla County through September 30, 2022. The City has identified a portion of its ARPA funds to support the 24/7 Shelter Operations October 1, 2022 through December 31, 2022 and evaluate whether to extend into 2023.
2. Extends the contract through December 31, 2022.

## **PLAN COMPLIANCE:**

### STRATEGIC PLAN:

Strategic Initiative 4 - Long Term: Encourage Economic development to strengthen the community

- Objective 3: Encourage affordable housing and reduce homelessness

### COMPREHENSIVE PLAN:

Housing Policy 1.2: Address the causes of homelessness by working with local agencies and non-profits that provide services to this community.

Housing Policy 1.5 Coordinate and collaborate with private agencies to ensure housing for people with special needs including seniors, people with physical and developmental limitation, victims of domestic violence, and homeless individuals and families.

## **ALTERNATIVES:**

Council could direct staff to discontinue services through the Alliance at the Sleep Center and let the current contract expire. However, the services would then fall to staff of the City of Walla Walla and be non-compliant with the existing contract with Walla Walla County. Additionally, the City would need to either immediately employ or sub-contract a case management professional for the Sleeping Center.

**STAFF RECOMMENDATION:**

Staff recommends approving the amendment to the existing contract with the Walla Walla Alliance for the Homeless for services through December 31, 2022.

**CITY MANAGER COMMENTS:**

Approved for City Council action.

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**Attachments**

Res 2021-159

Alliance Amendment No. 8

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**RESOLUTION NO. 2021-159**

**A RESOLUTION AUTHORIZING EXECUTION OF AN AMENDED AGREEMENT  
WITH THE WALLA WALLA ALLIANCE FOR THE HOMELESS**

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the Washington Supreme Court held in *U. S. v. Town of Bonneville*, 94 Wn.2d 827, 832, 621 P.2d 127 (1980) that optional code cities organized under RCW Title 35A have "'the broadest powers of local self-government consistent with the Constitution of this state.' RCW 35A.01.010. Such municipalities are capable of entering into contracts without restriction[;]"and

WHEREAS, the City of Walla Walla opened a homeless sleeping site on May 23, 2017; and

WHEREAS, the Walla Walla City Manager executed a contract with the Walla Walla Alliance for the Homeless on May 20, 1987 to provide services needed for the operation of the sleeping site; and

WHEREAS, the Walla Walla City Council passed City Resolution 2017-59 (Jul. 12, 2017) authorizing amendments to the contract; and

WHEREAS, the Walla Walla City Council passed City Resolution 2018-48 (May 9, 2018) authorizing amendments to the contract; and

WHEREAS, the Walla Walla City Council passed City Resolution 2019-46 (April 24, 2019) authorizing execution of an amended agreement with the Walla Walla Alliance for the Homeless; and

WHEREAS, the Walla Walla City Council passed City Resolution 2020-132 (Dec. 16, 2020) authorizing execution of an amended agreement with the Walla Walla Alliance for the Homeless; and

WHEREAS, an amendment to the contract is required to continue services; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution;

**NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:**

**Section 1:** The City Manager is hereby authorized to execute an amended services agreement on behalf of the City of Walla Walla with the Walla Walla Alliance for the Homeless for services related to the operation of a sleeping site for homeless persons.

**Section 2:** The City Manager of the City of Walla Walla is hereby authorized and empowered to execute further amendments, modifications, and extensions to the

amended agreement approved by section 1 herein on behalf of the City of Walla Walla, provided that sufficient appropriations have been made by the Walla Walla City Council.

**Section 3:** The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the amended agreement approved by section 1 herein and any amendments, modifications, or extensions authorized by section 2 herein, and to attach to each duplicate thereof a copy of this resolution.

**PASSED** by the City Council of the City of Walla Walla, Washington, December 15, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
City Attorney

**Amendment No. 8  
to the May 20, 2017  
Agreement with the  
Walla Walla Alliance for Homeless  
Walla Walla Sleep Center**

**THIS AMENDMENT NO. 8 (Amendment) between the City of Walla Walla and the Walla Walla Alliance for the Homeless for Services at the City of Walla Walla Sleep Center is amended as follows:**

Paragraph 2. **Term of Contract.** is amended extending the expiration date of the contract to December 31, 2022.

**Amending Scopes of Services  
Exhibit A**

**REQUIRED SERVICES to be performed as part of the Agreement by and between the City of Walla Walla and the Walla Walla Alliance for the Homeless:**

1. During the COVID-19 Pandemic Emergency – 24/7 operations at the City of Walla Walla Sleep Center with continue through December 31, 2022. These operations are contingent on the receipt of funds from Walla Walla County Department of Community Health through the Emergency Solutions Grant COVID-19 (ESG-CV) grant funds (through September 30, 2022). The City of Walla Walla intends to fund the 24/7 operations October 1, 2022 through December 31, 2022 with its American Recovery Plan Act funds. If the County withdraws funds from the Alliance or the City determines at its sole discretion that the additional services are no longer needed, the City reserves the sole right to immediately and unilaterally terminate this clause upon notice to the Alliance. (Amendment No. 5, No. 6 and No. 7)

Facilitate the in-take, registration, and specific site assignment process at the Sleeping Site as follows:

- Hours: 3:15 p.m. to 10:00 p.m.
2. At such time 24/7 operations cease, operations at the Sleeping Site will revert back previous normal operating times. Facilitate the in-take, registration, and specific site assignment process at the Sleeping Site as follows:
    - May 1 – October 31: 6:00 PM until 10:00 PM
    - November 1-30: 5:00 PM until 10:00 PM
    - December 1 – February 28: 4:00 PM – 10:00 PM
    - March 1 - 31: 5:00 PM – 10:00 PM
    - April 1-30: 6:00 PM until 10:00 PM
  3. Paragraphs 3-9 of Amendment No. 4 to the May 20, 2017 Agreement remain unchanged.
  10. The City will pay the Homeless Alliance at an all-inclusive rate of \$22.10 per hour for the hours worked daily for in-take and registration of residents at the Sleeping Camp at the agreed upon seasonal hours of operation in Section 1 of this Scope of Services. Any services provided by the Homeless Alliance outside of the authorized Scope of Services unless authorized by the City Manager, Deputy City Manager or City

Attorney shall not be compensated by the City of Walla Walla. The City shall pay the Homeless Alliance at a rate of \$33.15 per hour (\$22.10 \* 1.5 =\$33.15) for the hours designated above for the following holidays:

- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day
- New Year's Day

11. Paragraph 11 was added as part of Amendment No. 5 in response to the COVID-19 Pandemic Emergency. The social worker/health workers and campus monitors are associated with the 24/7 Sleep Center operations. These positions are funded through Walla Walla County Dept. of Health grant funds through September 30, 2022 as follows:

- Social Worker #1 @ \$25.75 per hour for 40 hours per week
- Social Worker #2 @ \$25.75 per hour for 40 hours per week
- Staff Assistants @ \$21.10 per hour for 63 hours per week

As identified in Paragraph 1, funding the social worker/health workers and campus monitors are dependent on the Walla Walla Alliance for the Homeless receiving the grant funds from Walla Walla County Dept. of Community Health. The grant funds are anticipated to cover expenses through September 30, 2022. The City of Walla Walla intends to continue funding the 24/7 operations October 1, 2022 through December 31, 2022 at the rates noted above. If the County withdraws funds under these Grants or the City determines at its sole discretion that the additional services are no longer needed, the City reserves the sole right to immediately and unilaterally terminate this clause upon notice to the Alliance.

The Voluntary Services identified in Amendment No.4 remain unchanged.

Except as set forth in this Amendment, the original contract is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the original contract or any earlier amendment, if any, the terms of this amendment will prevail.

The Parties have executed this Amendment this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**CITY OF WALLA WALLA**

**Contractor:**

\_\_\_\_\_  
Nabiel Shawa, City Manager

\_\_\_\_\_  
Craig Volwiler  
Director



ar-4437

Pgs. 49-53

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** Approval of Amendment No. 7 to the Pacific Security Contract

**Submitted For:** Elizabeth Chamberlain, Support Services

**Financial Comments:**

2022 estimated operation expenses for the Walla Walla Alliance and Pacific Security contracts, as well as general monthly expenses for power, phone, and port-a-potty maintenance is \$163,500; Walla Walla Alliance for the Homeless is estimated at \$55,000; Pacific Security is estimated at \$90,100. The City of Walla Walla receives a portion of the document recording fees collected by Walla Walla County to assist with the operations and services provided at the Sleep Center. 2022 allocation is \$106,000.

**All Contracts:**

Yes

**Federally funded contracts only:**

Not Applicable

**Construction contracts only:**

Not Applicable

**Brief Summary of Requested Action:**

Authorize the City Manager to extend a contract with Washington State bid holder for unarmed guard services, Pacific Security, at the current hourly bid rate through December 31, 2022.

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**Information**

**HISTORY:**

Pacific Security has been a key component of the Sleep Center operations since locating the Sleep Center at the City's Service Center in May 2017 and now at the permanent site located at 1181 W. Rees Avenue (April 2019). Pacific Security also quickly responded to the COVID-19 pandemic emergency and the City's request to provide additional security hours when the City transitioned the Sleep Center to 24/7 operations in April 2020. Pacific Security transitioned back to their regular Sleep Center hours (10:00 p.m. to 9:00 a.m.) August 2020.

[Click here for a copy of the existing contract with Pacific Security.](#)

**POLICY ISSUES:**

There are two proposed amendments to the agreement with Pacific Security:

1. Amending the hourly rate to 2022 rates negotiated in the Washington State contract.
2. Extending the agreement through December 31, 2022.

The method of utilizing the Washington State bid negotiated price complies with the City of Walla Walla's Purchasing Policy and Municipal Code 2.09.030.

**PLAN COMPLIANCE:**

**STRATEGIC PLAN:**

Strategic Initiative 4 - Long Term: Encourage Economic development to strengthen the community

- Objective 3: Encourage affordable housing and reduce homelessness.

**COMPREHENSIVE PLAN:**

Housing Policy 1.2: Address the causes of homelessness by working with local agencies and non-profits that provide services to this community.

Housing Policy 1.5: Coordinate and collaborate with private agencies to ensure housing for people with special needs including seniors, people with physical and developmental limitation, victims of domestic violence, and homeless individuals and families.

**ALTERNATIVES:**

Council could direct staff to discontinue guard services at the sleeping site and let the current contract expire.

**STAFF RECOMMENDATION:**

Staff recommends approving the amendment to the existing contract with Pacific Security.

**CITY MANAGER COMMENTS:**

Approved for City Council action.

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**Attachments**

Res 2021-160

Pacific Security Amendment No. 7

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**RESOLUTION NO. 2021-160**

**A RESOLUTION AUTHORIZING EXECUTION OF AN AMENDED AGREEMENT  
WITH PACIFIC SECURITY**

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the Washington Supreme Court held in *U. S. v. Town of Bonneville*, 94 Wn.2d 827, 832, 621 P.2d 127 (1980) that optional code cities organized under RCW Title 35A have "'the broadest powers of local self-government consistent with the Constitution of this state.' RCW 35A.01.010. Such municipalities are capable of entering into contracts without restriction[;]"and

WHEREAS, the City of Walla Walla opened a homeless sleeping site on May 23, 2017; and

WHEREAS, the Walla Walla City Manager executed a contract with Pacific Security on May 19, 2017 to provide services needed for the operation of the sleeping site; and

WHEREAS, the Walla Walla City Council passed City Resolution 2017-59 (Jul. 12, 2017) authorizing amendments to the contract; and

WHEREAS, the Walla Walla City Council passed City Resolution 2018-48 (May 9, 2018) authorizing amendments to the contract; and

WHEREAS, the Walla Walla City Council passed City Resolution 2019-47 (April 24, 2019) authorizing execution of an amended agreement with Pacific Security; and

WHEREAS, the Walla Walla City Council passed City Resolution 2020-133 (Dec. 16, 2020) authorizing execution of an amended agreement with Pacific Security; and

WHEREAS, an amendment to the contract is required to continue services; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution;

**NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:**

**Section 1:** The City Manager is hereby authorized to execute an amended services agreement on behalf of the City of Walla Walla with Pacific Security for services related to the operation of a sleeping site for homeless persons.

**Section 2:** The City Manager of the City of Walla Walla is hereby authorized and empowered to execute further amendments, modifications, and extensions to the amended agreement approved by section 1 herein on behalf of the City of Walla Walla,

provided that sufficient appropriations have been made by the Walla Walla City Council.

**Section 3:** The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the amended agreement approved by section 1 herein and any amendments, modifications, or extensions authorized by section 2 herein, and to attach to each duplicate thereof a copy of this resolution.

**PASSED** by the City Council of the City of Walla Walla, Washington, December 15, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
City Attorney



**AGREEMENT FOR SERVICES**  
**AMENDMENT NO. 7**

**Pacific Security**

THIS AMENDMENT NO. 6 (Amendment) is made by and between the City of Walla Walla, a nonchartered code City of the State of Washington, hereinafter "City" and Pacific Security a division of Parker Corporate Services, Inc. hereinafter "Contractor," jointly referred to as "Parties."

The City and Contractor entered into an agreement for services on May 19, 2017 for the Contractor to provide services at the Walla Walla Sleep Center (Resolution 2017-59). The parties executed Amendment No. 1 to the agreement on July 13, 2017, amending the Scope of Services. The parties executed Amendment No. 2 to the agreement on November 28, 2017, amending the hours of operation in the Exhibit A "Amended Scope of Services" dated August 1, 2017. The parties executed Amendment No. 3 to the agreement on May 14, 2018, amending the hourly compensations. The parties executed Amendment No. 4 to the agreement on May 1, 2019 amending the hourly compensations and duration of the contract (Resolution 2019-47). The parties executed Amendment No. 5 to the agreement on April 16, 2020 amending the hours of operation because of the Governor's Proclamation 20-25, Stay Home-Stay Health Order which transitioned the Walla Walla Sleep Center to 24/7 operation. Amendment No. 6 extended the agreement through December 31, 2021.

The Parties also wish to amend paragraphs 2 and 3 of Exhibit A "Amended Scope of Services" dated August 1, 2017 as follows (added terms are bolded and italicized and removed items are stricken):

2. The compensation to be paid to Pacific Security is calculated at an "all-in" inclusive rate of ~~\$21.24~~ ***\$22.07*** per hour for all hours worked under this Agreement.
  - a. For hours worked on recognized holidays compensation shall be paid at 1.5 times the regular rate of pay or ~~\$31.275~~ ***\$33.11*** per hour for all hours worked on the specified holidays.
3. Services shall be provided through ~~December 31, 2021~~ ***December 31, 2022***.

Except as set forth in this Amendment, the original contract is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the original contract or any earlier amendment, if any, the terms of this amendment will prevail.

The Parties have executed this Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**CITY OF WALLA WALLA**

**CONTRACTOR:**

\_\_\_\_\_  
Nabiel Shawa, City Manager

\_\_\_\_\_  
Jay Yarbrough,  
Operations Manager, Pacific Security

**ATTEST:**

\_\_\_\_\_  
Kammy Hill, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney



ar-4448

Pgs. 54-68

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** Resolution Approving Service Contract with David Mumm for Print Services

**Submitted For:** Brenden Koch, Support Services

**Financial Comments:**

This contract covers multiple departments requesting print services from David Mumm.

- Support Services, Communications - not to exceed \$1,395 per month for printing and mailing of the utility bill newsletter January 2022-December 2022
- Other services on a time and material basis not to exceed \$2,500
- Public Works, Sanitation - not to exceed \$6,000

Total Proposed Contract Amount - \$25,240

**All Contracts:**

Yes

**Federally funded contracts only:**

Not Applicable

**Construction contracts only:**

Not Applicable

**Brief Summary of Requested Action:**

In order to comply with current Municipal Code and City Purchasing Policy, Support Services has created one contract to track expenses with service provider, David Mumm, for print services.

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**Information**

**HISTORY:**

Support Services has used design and print services with David Mumm for various City departments' projects. Examples include the City Newsletter utility bill insert printing and services for Sanitation. In order to comply with Municipal Code 2.09.030 (b) a contract has been drafted to accurately track all expenditures to this service provider. Because the total contract amount paid to this service provider has the potential to exceed \$20,000 in a single year, City Council approval is required.

In November 2021, staff requested bids on the City's monthly City Central newsletters from three additional Walla Walla print-services providers, to determine the competitiveness of the pricing we get from David Mumm. Two of the printers provided quotes that are higher than the price we get from David Mumm.

- Authority to execute agreements, contracts and leases.  
The city manager, and, in the absence of the city manager, the deputy city manager or acting city manager, and designees of the city manager, deputy city manager or acting city manager employed in the administrative service of the city, are authorized to execute

the following agreements, contracts and leases on behalf of the city of Walla Walla; provided, that sufficient funds required for any appropriations have been budgeted by the council:

- B. Agreements and contracts which have an annual value up to twenty thousand dollars, and amendments thereto which do not increase the annual value of such agreement or contract beyond an aggregate amount of twenty thousand dollars.

**POLICY ISSUES:**

This contract complies with City of Walla Walla Municipal Code 2.09.030(b) and the City of Walla Walla Purchasing Policy.

**PLAN COMPLIANCE:**

STRATEGIC PLAN:

Strategic Initiative 3: Develop a strategic communications plan.

- Objective 1: Tell our story
- Objective 2: Prioritize our needs
- Objective 4: Create two-way engagement

**ALTERNATIVES:**

The cost of in-house printing, binding and mailing of the high-quality materials for communications far exceeds that of the service provider.

**STAFF RECOMMENDATION:**

Staff recommends approving a single year contract with the service provider.

**CITY MANAGER COMMENTS:**

Approved for City Council action.

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**Attachments**

Res 2021-161  
2022 Quote summary  
Draft 2022 Mumm Contract  
Mumm Debar Conf

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## **RESOLUTION NO. 2021-161**

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PRINT SERVICES AGREEMENT BETWEEN THE CITY OF WALLA WALLA AND DAVID MUMM, TO EXECUTE AMENDMENTS, MODIFICATIONS, AND CHANGE ORDERS THERETO, AND TAKING SUCH FURTHER ACTION NEEDED THEREWITH

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the Washington Supreme Court held in *U. S. v. Town of Bonneville*, 94 Wn.2d 827, 832, 621 P.2d 127 (1980) that optional code cities organized under RCW Title 35A have "the broadest powers of local self-government consistent with the Constitution of this state." RCW 35A.01.010. Such municipalities are capable of entering into contracts without restriction[;]"and

WHEREAS, 1972 AGO No. 24 states that cities may contract for professional services without restriction; and

WHEREAS, paragraph IV(G) of the purchasing policies adopted by City Resolution 2010-18 (Mar. 24, 2010) provides that routine competitive procurement procedures may not be applicable in securing professional services; and

WHEREAS, the price of the professional services contract negotiated with David Mumm to provide services is fair and reasonable to the City of Walla Walla; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution,

**NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:**

**Section 1:** The City Manager of the City of Walla Walla is hereby authorized, empowered and directed to execute a print services agreement on behalf of the City of Walla Walla with David Mumm.

**Section 2:** The City Manager of the City of Walla Walla is hereby authorized and empowered to execute amendments, modifications, and change orders to the contract approved by section 1 herein on behalf of the City of Walla Walla, provided that sufficient appropriations have been made by the Walla Walla City Council, and provided further the aggregate value of all additional amendments, modifications, and change orders may not exceed \$20,000.00.

**Section 3:** The City Manager of the City of Walla Walla is also hereby authorized

and empowered to execute amendments, modifications, and change orders to the contract authorized by section 1 herein, which do not materially alter such contract, and also do not increase the financial obligations beyond amounts authorized by sections 1 and 2 herein.

**Section 4:** The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the contract and any amendments, modifications or change orders authorized by this resolution, and to attach to each duplicate thereof a copy of this resolution.

**PASSED** by the City Council of the City of Walla Walla, Washington, December 15, 2021.

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Mayor

Attest:

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City Clerk

Approved as to form:

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City Attorney



## **REQUEST FOR QUOTE**

### **Monthly utility bill inserts**

*Nov. 1, 2021*

Per the City of Walla Walla's Purchasing Policy, the Support Services Department is seeking price quotes on the printing and shipping of our monthly City Central utility bill inserts. The firm providing the lowest quote will be invited to sign a professional services agreement with the City to produce 12 issues of the inserts in the year 2022.

We will provide the files as a two-page PDF exported to your specifications.

The description of the insert is as follows:

- Quantity: Approximately 12,500 each month
- Finished Size: 8.5x14"
- Inks: 4/4, CMYK, with bleeds
- Stock: 80 lb. gloss book
- Coating: Aqueous flood
- Folding: Roll fold
- After printing and folding, ship the inserts to our mailing firm at 1122 W. Bethel Rd., Coppel, Texas, 75019.

The mailing firm needs to have the finished inserts by approximately the end of the third week of the month prior to that in which the bills will be mailed. (For example, for the bills mailed in October, the inserts would need to be to the mailer by the third week in September.)

If you are interested in providing a quote on this project, please email it to Communications Manager Brenden Koch at [bkoch@wallawallawa.gov](mailto:bkoch@wallawallawa.gov) by end of day, Nov. 8, 2021. If you have any questions or would like additional information, please use this email or call 509-540-0208.

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#### **QUOTES RECEIVED (cost per month)**

- **David Mumm:** \$1,395 with or without aqueous coating
- **DataProse:** \$1,560 with aqueous coating; \$1,510 without aqueous coating
- **Integrity Design:** \$1,675 with aqueous coating; \$1,626 without aqueous coating
- **Lane Print Design:** \$2,047.53 with aqueous coating; \$1,583 without aqueous coating; shipping \$400-600/month
- **123 Printing:** \$2,429.17 (plus tax) with or without aqueous coating

**CITY OF WALLA WALLA**  
**SERVICES CONTRACT**

THIS SERVICES CONTRACT (Contract) is made this \_\_\_\_\_ day of \_\_\_\_\_ 2021, by and between the City of Walla Walla, Washington, a municipal corporation, hereinafter referred to as "CITY", and DAVID MUMM, 1207 UNIVERSITY STREET, WALLA WALLA, WA 99362, hereinafter referred to as "SERVICE PROVIDER":

**RECITALS:**

CITY intends to procure services for printed newsletter and other communications materials.

SERVICE PROVIDER agrees to provide the following services requested by CITY: print newsletter and other communications materials for various City departments from digital files provided by those departments.

**WITNESSETH:**

That for and in consideration of the mutual covenants and promises between the parties hereto, it is hereby agreed:

**SCOPE OF SERVICES:**

1. SERVICE PROVIDER shall provide to CITY the printing and mailing services from digital files provided by various City departments.
2. SERVICE PROVIDER shall provide the services set out above in accordance with the following schedule:
  - a. Proof of all deliverables to be provided to CITY no later than the last business day of the month.
3. To assist SERVICE PROVIDER in carrying out these obligations, CITY shall perform the following services:
  - a. Make all records on file and necessary to complete the work, available to SERVICE PROVIDER.

**EFFECTIVE AND TERMINATION DATES:**

1. This Contract shall be effective as of the date set forth above, and shall terminate as of December 31, 2022.
2. CITY and SERVICE PROVIDER may by mutual written agreement, terminate this Contract at any time.
3. CITY may, on 30 days written notice to SERVICE PROVIDER, terminate this Contract for any reason deemed appropriate at its sole discretion.

**COMPENSATION:**

1. CITY shall pay SERVICE PROVIDER for work performed under this Contract an amount not to exceed
  - a. Support Services, Communications - \$1,395.00 per month for printing and mailing of the utility bill newsletter.
    - i. With an additional "Other Services" on a time and materials basis in accordance with SERVICE PROVIDER'S standard Hourly Fee Schedule with the total amount not to exceed \$2,500.
  - b. Public Works, Sanitation - \$6,000 for various publications.
2. SERVICE PROVIDER shall submit to CITY an itemized invoice (payment request) at the end of each month according to the fee schedule attached for compensation for services performed in accordance with this Contract. Each invoice shall be accompanied by a progress report. The progress report shall cover: work performed in the work period, any issues or problems, if the project is on budget and schedule, approved change orders to date, percent complete, amount requested, total billings to date, and project total amount.
3. CITY shall process payment requests in its normal course and manner for accounts payable. Invoices for payment shall be mailed to: City Hall 15 N. Third Avenue, Walla Walla, WA 99362, or emailed to AP@wallawallawa.gov.
4. The amount of any excise or gross receipts tax that may be imposed shall be added to the compensation as determined to be appropriate.
5. Final payment to SERVICE PROVIDER may be withheld by CITY until all SERVICE PROVIDER's work product is complete and provided to CITY.



6. In the event of termination, CITY shall pay SERVICE PROVIDER for work performed in accordance with this Contract prior to the termination date.
7. In the event of termination by SERVICE PROVIDER under a breach of contract by CITY, CITY shall pay to SERVICE PROVIDER as provided in subsection 6 of this Section, and SERVICE PROVIDER's remedy shall be limited to termination of this Contract and receipt of payment as provided in this section.
8. In the event of termination by CITY under a breach of contract by SERVICE PROVIDER, CITY shall pay to SERVICE PROVIDER as provided in subsection 6 of this Section, with the exception that if CITY completes the work either through its own forces or through another SERVICE PROVIDER, and the cost exceeds the amount that would have been paid to SERVICE PROVIDER, the excess cost shall be deducted from the amount owed SERVICE PROVIDER.

**BREACH OF CONTRACT:**

1. Either CITY or SERVICE PROVIDER may terminate this Contract in the event of a breach of this Contract by the other party.
2. Prior to such termination however, the party seeking to terminate shall give the other party written notice of the breach, which written notice shall specify the failure and demand correction or remedy in ten (10) days. If the party has not entirely cured the breach within ten (10) days of the notice, then the party giving notice may terminate this Contract at any time thereafter by giving written notice of termination.

**NOTICE:**

Any notice provided for under this Contract shall be sufficient if in writing and delivered personally to the following addressee or deposited in the United States Mail, postage prepaid, certified mail, return receipt requested, addressed as follows, or to such address as either party hereafter shall specify in writing to the other party:

If to the CITY:

CITY OF WALLA WALLA  
ATTN: Support Services  
15 N. THIRD AVENUE  
WALLA WALLA, WA 99362-1859

If to the SERVICE PROVIDER:

David Mumm  
1207 University Street

**COMPLIANCE WITH LAWS:**

1. In connection with its activities under this Contract, SERVICE PROVIDER shall comply with all applicable Federal, State and local laws and regulations.
2. This Contract shall be construed to be governed by the laws of the State of Washington.

**NON DISCRIMINATION:**

During the performance of this contract, SERVICE PROVIDER agrees as follows:

1. SERVICE PROVIDER will not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, sexual orientation, genetic information, marital status, age, Vietnam era veteran status, disabled veteran condition, disability, or national origin. SERVICE PROVIDER will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin.

Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

2. SERVICE PROVIDER will not, on grounds of any of the protected class indicators listed in subsection 1 of this Section:
  - a. Deny an individual any services or other benefits provided under this agreement.
  - b. Provide any service(s) or other benefits to an individual(s), which are different, or are provided in a different manner from those provided to others under this agreement.
  - c. Subject an individual to segregation or separate treatment in any manner related to the receipt of any service(s) of other benefits provided under this agreement.
  - d. Deny any individual an opportunity to participate in any program provided by this agreement through an opportunity to do which is different from that afforded others under this agreement. SERVICE PROVIDER in determining (1) the types of services or other benefits to be provided, or (2) the class of individuals to whom or the situation in which, such services or other benefits will be provided, or (3) the class of individuals to

be afforded an opportunity to participate in any services or other benefits, will not utilize criteria or methods of administration which have the effect of subjecting individuals to discrimination due to any of the protected class indicators listed in subsection 1 of this Section.

### **INDEMNIFICATION:**

1. SERVICE PROVIDER agrees to indemnify, hold harmless and at CITY's request, defend CITY, its officers, officials, employees and volunteers harmless from and against any and all liability or alleged liability, all suits, legal proceedings, claims, injuries, damages, losses and expenses, including but not limited to attorney's fees, arising out of or in connection with or incidental to any negligent act or performance, or error or omission of SERVICE PROVIDER or anyone acting on behalf of SERVICE PROVIDER in connection with or incidental to this Contract, except for injuries and damages caused by the sole negligence of the CITY.
2. CITY agrees to indemnify, defend, and hold harmless SERVICE PROVIDER from all claims, damages, and expenses, including attorney's fees arising out of the unauthorized reuse of SERVICE PROVIDER's instruments of service by CITY or by other's agents acting through CITY. Instruments of service shall include such things as original documents, survey notes, tracings, computer programs, and stamped plans and specifications, reports or findings of fact.
3. SERVICE PROVIDER shall provide services under this Contract in accordance with generally accepted practices for the intended use of the project and no warranty or representation either expressed or implied is intended as part of these services. Any opinion of the cost of the intended project prepared by SERVICE PROVIDER represents its best judgment is supplied for the general guidance of CITY. SERVICE PROVIDER does not guarantee the accuracy of such opinion.
4. CITY will require that any SERVICE PROVIDER or sub-SERVICE PROVIDER performing work in connection with any plans or specifications produced under this Contract, to hold harmless, indemnify, and defend CITY, SERVICE PROVIDER, their sub-SERVICE PROVIDERS and each of their officers, agents, and employees from any and all liability claims, losses, or damage arising out of or alleged to arise from the SERVICE PROVIDER's negligence in the performance of the work described in the plans and specifications.
5. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or

damages to property caused by or resulting from the concurrent negligence of the SERVICE PROVIDER and the CITY, its officers, officials, employees, and volunteers, the SERVICE PROVIDER's liability, including the duty and cost to defend, hereunder shall be only to the extent of the SERVICE PROVIDER's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the SERVICE PROVIDER's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

6. This Contract is to be binding on the heirs, successors, and assigns of the parties hereto and is not to be assigned by either party without written consent of the other.

### **INSURANCE:**

SERVICE PROVIDER shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the SERVICE PROVIDER, its agents, representatives, or employees. SERVICE PROVIDER shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The CITY shall be named as an insured under the SERVICE PROVIDER's Commercial General Liability insurance policy with respect to the work performed for the CITY.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

### **MINIMUM INSURANCE LIMITS:**

SERVICE PROVIDER shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.

### **OTHER INSURANCE PROVISIONS:**

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, and Commercial General Liability insurance:

1. The SERVICE PROVIDER's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the SERVICE PROVIDER to the coverage provided by such insurance, or otherwise limit the CITY's recourse to any remedy available at law or in equity.
2. The SERVICE PROVIDER's insurance coverage shall be primary insurance as respect the CITY. Any insurance, self-insurance, or insurance pool coverage maintained by the CITY shall be excess of the SERVICE PROVIDER's insurance and shall not contribute with it.
3. The SERVICE PROVIDER shall furnish the CITY with original certificates and copy of the amendatory endorsements, including but not limited to the additional insured endorsement, evidencing the insurance requirements of the SERVICE PROVIDER before commencement of the work.
4. The SERVICE PROVIDER's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the CITY.
5. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.
6. Failure on the part of the SERVICE PROVIDER to maintain the insurance as required shall constitute a material breach of contract, upon which the CITY may, after giving five business days notice to the SERVICE PROVIDER to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid by the CITY on demand, or at the sole discretion of the City, offset against funds due to the SERVICE PROVIDER from the CITY.

**ASSIGNMENT:**

SERVICE PROVIDER shall not assign this Contract, in whole or in part, or any right or obligation hereunder, without prior written approval of CITY.

**AMENDMENTS:**

CITY and SERVICE PROVIDER may amend this Contract at any time only by written amendment. Any change in the Scope of Services shall be deemed an amendment subject to this subsection.

**SEVERABILITY:**

In the event any provisions of this Contract shall be held to be invalid, illegal, or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

**LITIGATION/ARBITRATION:**

1. Any dispute arising out of or in connection with this Contract which is not settled by mutual agreement within sixty (60) days of notification in writing by either party may be submitted to litigation or arbitration. Should that occur, all court costs and attorney's fees incurred by the prevailing party shall be paid by the non-prevailing party to the prevailing party.
2. Notwithstanding any dispute under this Contract SERVICE PROVIDER shall continue to perform its work pending resolution of the dispute, and CITY shall make payments as required by this Contract for undisputed portions of the work.
3. Neither party shall hold the other responsible for damages or delay in performance caused by acts of God, strikes, lockouts, accidents, or other events beyond the control of the other party.

**MAINTENANCE OF RECORDS:**

SERVICE PROVIDER shall maintain record on a current basis to support its billings to CITY. CITY, or its authorized representative, shall have the authority to inspect, audit and copy, on reasonable notice and from time to time, any records of SERVICE PROVIDER regarding its billings or its performance hereunder, for a period of three (3) years after completion or termination of this Contract.

**APPROVALS**

**CITY**

Approved as to Form:

\_\_\_\_\_  
City Attorney

By: \_\_\_\_\_

Type Name: Nabiel Shawa

Title: City Manager

Attest:

\_\_\_\_\_  
Kammy D. Hill, MMC, City Clerk

**SERVICE PROVIDER**

By: \_\_\_\_\_

Type Name: David Mumm

Title: \_\_\_\_\_

# Contractors

## FULL CIRCLE CREATIVE LLC

**Owner or tradesperson** DAVID MUMM  
Doing business as  
**FULL CIRCLE CREATIVE LLC**

**520 LINCOLN ST**  
**WALLA WALLA, WA 99362**

WA UBI No.  
**602 089 775**

Governing persons  
**DAVID**  
**PERRY**  
**MUMM**  
LUCIA KAY MUMM;

## Certifications & Endorsements

### OMWBE Certifications

No active certifications exist for this business.

### Apprentice Training Agent

No active Washington registered apprentices exist for this business. Washington allows the use of apprentices registered with Oregon or Montana. Contact the [Oregon Bureau of Labor & Industries](#) or [Montana Department of Labor & Industry](#) to verify if this business has apprentices.

## Workers' Comp

Do you know if the business has employees? If so, verify the business is up-to-date on workers' comp premiums.

L&I Account ID  
**897,794-01**

**Account is closed.**

Doing business as  
**FULL CIRCLE CREATIVE LLC**  
Estimated workers reported  
**N/A**

L&I account contact  
**T2 / KATHY ULRICH (360)902-4829 - Email: WITE235@lni.wa.gov**

## Public Works Requirements

Verify the contractor is eligible to perform work on public works projects.

**Required Training– Effective July 1, 2019**  
Needs to complete training.

### Contractor Strikes

**No strikes have been issued against this contractor.**

### Contractors not allowed to bid

**No debarments have been issued against this contractor.**

## Workplace Safety & Health

Check for any past safety and health violations found on jobsites this business was responsible for.

No inspections during the previous 6 year period.





ar-4472

**Pgs. 69-71**

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Submitted For:** Kammy Hill, Support Services

**Add'l Contributors:**

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**Information**

**ITEM TITLE:**

Approval of minutes of the Work Session held November 29, 2021.

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**Attachments**

11-29-2021 Minutes

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**WALLA WALLA CITY COUNCIL**  
**Work Session Minutes**  
**November 29, 2021**

**1. CALL TO ORDER**

Mayor Scribner called the meeting to order at 4:00 p.m.

Present: Councilmembers Yazmin Bahena, Riley Clubb, Myron Huie, Ted Koehler, Steve Moss, Susan Nakonieczny, and Mayor Tom Scribner.

Absent: None

City staff in attendance: City Manager Nabel Shaw, Deputy City Manager Elizabeth Chamberlain, Development Services Director Preston Frederickson, Public Works Director Ki Bealey, Planner Lisa Wasson-Seilo, and City Clerk Kammy Hill.

Also present virtually: Rich Darland, Robert Phipps, and Alicia Brazington from PBS Engineering and Environmental.

**2. ACTIVE AGENDA**

A. 1<sup>st</sup> Avenue Plaza conceptual design presentation.

Staff reported the closure of 1<sup>st</sup> Avenue between Main Street and Alder Street was in response to the pandemic and desire for increased outdoor space. The public really enjoys this additional outdoor space downtown so the City is looking to make it a more permanent plaza area. PBS Environmental and Engineering was awarded the contract to design this plaza with input from stakeholders.

Rich Darland, PBS Engineering and Environmental, reviewed the proposed plaza area, work to date, goals and objectives, components of the conceptual design including the addition of cultural components from the local tribes.

There was discussion on the historical significance of the plaza area, inclusion of cultural elements, blocking traffic from entering the plaza, potential confusion in using the Native American Walawala Plaza meaning "place of many small waters", importance of a storyboard to explain the cultural components of the plaza, inclusion of local art, being

**WORK SESSION MINUTES**  
**NOVEMBER 29, 2021**  
**PAGE 2**

mindful of the surface for wheelchairs and strollers, and use of native tree and plant species.

The conceptual design will be brought back to Council for approval on December 15, 2021.

- B. Review of proposed amendments to Walla Walla Municipal Code Titles 19 (Subdivisions) and Title 20 (Zoning).

Staff reported the proposed amendments to the Code have been through the public process and reviewed the amendments with Council. There was discussion on changing the acceptance of annexation applications to once per year and the provisions regarding development agreements.

It was the consensus of Council to put this on the December 13 Work Session for further review.

- C. Revisions to Walla Walla Municipal Code Chapters 13.03, 13.04, and 13.30 relating to water and wastewater utilities.

Staff reviewed the proposed amendments to the water and wastewater chapters in the codes to correspond with the rate increases reviewed and being brought to Council on December 1 for adoption.

**3. OTHER BUSINESS**

No other business was discussed.

**4. ADJOURNMENT**

There being no further business, the meeting adjourned at 5:57 p.m.



ar-4469

Pgs. 72-75

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** 1st Avenue Plaza Conceptual Design Acceptance

**Submitted For:** Elizabeth Chamberlain, Support Services

**Add'l Contributors:**

**Project No:**

**Funding/BARS No.:**

**Financial Comments:**

Acceptance of the 1st Avenue Plaza conceptual design. City Council awarded the design contract on September 29, 2021, to PBS Engineering & Environmental, Inc.

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**Information**

**HISTORY:**

1st Avenue Plaza was created Summer of 2020 in response to the COVID-19 pandemic. The City took the opportunity to close a street and covert the space to a temporary public plaza. Throughout the changing restrictions to combat the pandemic, 1st Avenue Plaza become a location where the community could gather safely outside. The overwhelming support of making the plaza permanent led the City to move forward with this project.

1st Avenue Plaza will become a permanent public gathering space will include:

- New pedestrian friendly surfacing within the plaza area located between Main and the alley south of Main; possible utility connections to support community events taking place in the plaza (electric/gas); repaving/resurfacing the southern half of the block; the incorporation/addition of cost conscious, movable landscaping to provide shade during summer days, but allows for various uses/configurations of the plaza; reconfiguration of on-street parking on First Avenue south of the plaza area (from the alley to Alder Street) to maximize available parking including ADA accessible spaces; and modification of the traffic signal at Main Street and First Avenue to improve accessibility for the visually impaired (across Main Street). Design began in September 2021 and will be completed in early 2022. Construction is anticipated to begin Spring 2022 and with a goal of completion mid-Summer 2022.

**POLICY ISSUES:**

Provide consensus on the conceptual design for 1st Avenue Plaza.

**PLAN COMPLIANCE:**

**STRATEGIC PLAN:**

Strategic Initiative 4 - Long Term : Encourage Economic development to strengthen the community

Objectives:

1. Attract and support small businesses

**COMPREHENSIVE PLAN:**

Community Character Goal 4: Downtown is the heart of Walla Walla, making all people feel welcome, accommodating a wide variety of civic and commercial functions, and reflecting the city's history.

Community Character Policy 4.2: Create a public gathering space near the center of Downtown that is inviting to all Walla Walla residents. Such a space can help unify people living in different neighborhoods, increase Downtown activity, and support Downtown businesses.

Transportation Policy 5.7: Promote and implement streetscapes that area aesthetically pleasing, safe, and comfortable to residents, visitors, businesses, and property owners.

**ALTERNATIVES:**

Not adopt the conceptual design.

**CITY MANAGER COMMENTS:**

Approved for City Council action.

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**Attachments**

Res 2021-162

Final Conceptual Design

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**RESOLUTION NO. 2021-162**

**A RESOLUTION ADOPTING A CONCEPTUAL DESIGN FOR FIRST AVENUE PLAZA AND TAKING OTHER ACTION IN CONNECTION THEREWITH**

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, RCW 35A.11.020 authorizes the Walla Walla City Council to regulate the use of public ways and real property of all kinds; and

WHEREAS, the City Council has reviewed and considered a conceptual design for First Avenue Plaza; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that passage of this resolution is an appropriate function for the city and that the best interests of the City of Walla Walla will be served by passage of this resolution;

**NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:**

***Section 1:*** The Walla Walla City Council hereby adopts the attached conceptual design for First Avenue Plaza.

**PASSED** by the City Council of the City of Walla Walla, Washington, December 15, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
City Attorney



# Selected Concept





ar-4423

Pgs. 76-79

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** Contract Renewal Blue Mountain Action Council for Commitment to Community

**Submitted For:** Elizabeth Chamberlain, Support Services

**Financial Comments:**

\$52,000 budgeted for 2022

**All Contracts:**

Yes

**Federally funded contracts only:**

Not Applicable

**Construction contracts only:**

Not Applicable

**Brief Summary of Requested Action:**

Enter into a contract with Blue Mountain Action Council related to services provided by Commitmer to Community for neighborhood outreach and engagement for 2022.

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**Information**

**HISTORY:**

Since 2015, the City has contracted with the Blue Mountain Action Council to work with Commitment to Community on strengthening the City's relationships with its neighborhoods. The City intends to expand successful neighborhood programs and contacts of Commitment to Community (C2C) through coordinated activities with City of Walla Walla departments to include City Leadership Team trainings, neighborhood block parties, community education workshops, neighborhood improvement projects, and other activities.

While activities in 2020 were limited due to the COVID-19 pandemic, C2C continued neighborhood outreach virtually and assisted with census outreach. Many of the funds we receive from the state and/or federal government are based on a per capita allotment derived from the Census count. While not directly related to the City's contract, C2C is assisting WW County Dept. of Health with vaccine appointments for community members who do not have internet access or need language assistance.

The proposed 2022 contract identifies maintaining neighborhood outreach as well as continued assistance with COVID-19 recovery efforts. The quarterly report has also been revised to better align with the work the C2C team does with neighborhoods.

**POLICY ISSUES:**



This contract is over \$20,000 and requires Council approval. The contract amount is budgeted in the City's 2021-2022 biennium budget.

**PLAN COMPLIANCE:**

STRATEGIC PLAN:

Strategic Initiative 3: Develop a strategic communications plan.

- Objective 3: Neighborhood and business engagement.
- Objective 4: Create two-way engagement.

COMPREHENSIVE PLAN:

Community Character Policy 2.1: Enhance and celebrate the distinct and unique character of Walla Walla's neighborhoods, as defined by Character Areas in this element. Ensure that growth and change within neighborhoods builds on their positive architectural and urban design attributes.

**ALTERNATIVES:**

Council may choose not to award the contract to BMAC.

**STAFF RECOMMENDATION:**

Adopt resolution authorizing a contract with BMAC for 2022 C2C services.

**CITY MANAGER COMMENTS:**

Approved for City Council action.

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**Attachments**

Res 2021-163

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## **RESOLUTION NO. 2021-163**

A RESOLUTION AUTHORIZING THE CITY MANAGER OF THE CITY OF WALLA WALLA TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF WALLA WALLA AND THE BLUE MOUNTAIN ACTION COUNCIL

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, RCW 35A.11.020 provides in pertinent part that “[t]he legislative body of each code city shall have all powers possible for a city or town to have under the Constitution of this state, and not specifically denied to code cities by law. By way of illustration and not in limitation, such powers may be exercised ... in the rendering of local social, cultural, recreational, educational, governmental, or corporate services....;” and

WHEREAS, the City of Walla Walla passed City Resolution 2015-68 on June 22, 2015 authorizing a contract with the Blue Mountain Action Council to provide local social, cultural, recreational, and/or educational services through the Commitment to Community neighborhood outreach program; and

WHEREAS, the program has been beneficial to the citizens of Walla Walla; and

WHEREAS, the Walla Walla City Council has considered this resolution during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, finds that the best interests of the City of Walla Walla will be served by passage of this resolution and that it is appropriate to good government of the City of Walla Walla;

**NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:**

**Section 1:** The City Manager of the City of Walla Walla is hereby authorized, empowered and directed to execute a contract on behalf of the City of Walla Walla with the Blue Mountain Action Council to provide neighborhood outreach services through the Commitment to Community (C2C) program.

**Section 2:** The City Manager of the City of Walla Walla is hereby authorized, empowered, and directed to execute such amendments to the agreement with the Blue Mountain Action Council subject to the following conditions: (a) no amendment by the Walla Walla City Manager shall relieve the City of Walla Walla from compliance with enactments of the Walla Walla City Council or any other obligation or responsibility imposed by law, (b) any amendment executed by the City Manager shall be reported to the Walla Walla City Council at the first meeting of the Walla Walla City Council following its execution, and (c) any amendment executed by the City Manager may be

revoked and terminated by the Walla Walla City Council at the meeting that it is first reported to the Walla Walla City Council.

**Section 3:** Unless revoked and terminated by the Walla Walla City Council at the meeting that it is first reported to the Walla Walla City Council, the Walla Walla City Clerk is hereby authorized and directed to attest any amendment executed in accordance with section 2 of this resolution after the meeting at which the agreement is reported to the City Council and prior to its entry in force.

**PASSED** by the City Council of the City of Walla Walla, Washington, December 15, 2021.

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Mayor

Attest:

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City Clerk

Approved as to form:

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City Attorney



ar-4456

Pgs. 80-83

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** Indigent Public Defense Service Contracts Authorization

**Submitted For:** Elizabeth Chamberlain, Support Services

**Financial Comments:**

2022 Public Defense Estimated Expense: \$358,500

2023 Public Defense Estimated Expense: \$371,250

2024 Public Defense Estimated Expense: \$382,500

**All Contracts:**

Yes

**Federally funded contracts only:**

Not Applicable

**Construction contracts only:**

Not Applicable

**Brief Summary of Requested Action:**

Resolution authorizing the City Manager to execute the contracts for Indigent Public Defense Services according to the adopted "City of Walla Walla Standards for Public Defense Services".

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**Information**

**HISTORY:**

In 2015, the City of Walla Walla began the process of evaluating the current public defense program and what adjustments/best practices were needed to respond to the *Wilbur v. Mount Vernon* Washington State Supreme Court case. The City contracts with W. Scott Snyder of Ogden, Murphy, Wallace, PLLC to assist in the evaluation process and develop our standards for public defense. On October 28, 2015, the City Council adopted Resolution 2015-112 establishing the "City of Walla Walla Standards for Public Defense Services." [Click here for copies of the City's standards, RCW, and advice from WCIA.](#)

In 2018, the City embarked on a Request for Proposal process to solicit proposals for Public Criminal and Defense Services. Those contracts were authorized by City Council through adoption of Resolution 2018-126 and established three year contracts with:

- Ponti & Wernette P.S
- Lewellyn Law Office, PLLC
- Irving M. Rosenberg, Attorney at Law
- Law Office of Rachel Cortez

As the current contracts expire December 31, 2021, the City issued a new Request for Proposals (RFP). The RFP was published on October 8, 2021 with proposals due October 27, 2021. The City received three proposals. A committee of staff and Judge Hedine reviewed the proposals and recommend the following allocation of indigent defense cases:

Firm Name	Case Count	2022 Per Case Fee	2023 Per Case Fee	2024 Per Case Fee
Ponti & Wernette P.S.	350	\$478	\$495	\$510
Lewellyn Law Office, PLLC	200	\$478	\$495	\$510

Law Office of Rachel Cortez	200	\$478	\$495	\$510
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For 2022 proposed per case fee an increase of 3.5% over 2021 rates. For 2023 proposed per case fee, an increase of 3.5% over 2022 rates. For 2024 proposed per case fee, an increase of 3% over 2023 rates. The total estimated number of cases is based on a three year average (2019-2021).

#### **POLICY ISSUES:**

The resolution complies with:

1. City of Walla Walla Standards for Public Defense Services as adopted by Resolution 2015-112 (Attached).
2. The following RCW sections: 10.101.020, 10.101.030 (Attached)
3. WCIA Liability Resource Manual, Administration Section, ADM.36 Revised February 2018 (Attached)
4. WCIA Risk Management Bulletin #64, June 2014 (Attached).

#### **ALTERNATIVES:**

It is not advisable to ignore the implications and potential impacts of *Wilbur v. Mount Vernon*. If the City's program is not adequately funded and managed, it could suffer the same fate as the cities of Mount Vernon and Burlington, resulting in forced compliance; significant disruption; and potentially considerable financial cost. Options for the public defense program's elements will be available and considered on the basis of the potential gains in effectiveness and efficiency.

#### **STAFF RECOMMENDATION:**

Adopt the resolution authorizing the City Manager to execute the contracts for Indigent Public Defense Services.

#### **CITY MANAGER COMMENTS:**

Approved for City Council action.

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#### **Attachments**

Res 2021-164

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**RESOLUTION NO. 2021-164**

A RESOLUTION APPROVING AND AUTHORIZING THE CITY MANAGER OF THE CITY OF WALLA WALLA TO EXECUTE PUBLIC DEFENDER CONTRACTS AND TAKING SUCH FURTHER ACTION NEEDED THEREWITH

WHEREAS, the City of Walla Walla passed City Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the Washington Supreme Court held in *U. S. v. Town of Bonneville*, 94 Wn.2d 827, 832, 621 P.2d 127 (1980) that optional code cities organized under RCW Title 35A have "the broadest powers of local self-government consistent with the Constitution of this state." RCW 35A.01.010. Such municipalities are capable of entering into contracts without restriction[;]"and

WHEREAS, 1972 AGO No. 24 states that cities may contract for professional services without restriction; and

WHEREAS, the Walla Walla City Council passed City Resolution 2007-106 on December 19, 2007 adopting indigent defense standards for the City of Walla Walla; and

WHEREAS, the Walla Walla City Council passed City Resolution 2015-112 on October 28, 2015 updating its indigent defense standards; and

WHEREAS, the City of Walla Walla entered into three year contracts for indigent defense services as authorized by the Walla Walla City Council through Resolution 2018-126; and

WHEREAS, the City of Walla Walla issued a request for proposals for indigent defense services on October 8, 2021; and

WHEREAS, the City of Walla Walla has evaluated the proposals received from attorneys qualified to provide indigent defense services and has determined that the attorneys identified in section 1 herein are best qualified to provide indigent defense services; and

WHEREAS, the price of the professional services contracts negotiated with the attorneys identified in section 1 herein to provide services is fair and reasonable; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution.

**NOW THEREFORE, the City Council of the City of Walla Walla do resolve as follows:**

**Section 1:** The City Manager of the City of Walla Walla is hereby authorized, empowered, and directed to execute a three-year public defender contract on behalf of the City of Walla Walla with:

Service provider	Address
Ponti & Wernette, P.S.	103 E. Poplar St., Walla Walla, WA 99362
Jamie L. Harper d/b/a Lewellyn Law Office, PLLC	14 E. Main St., Suite 214, Walla Walla, WA 99362
Rachel Cortez d/b/a Law Office of Rachel Cortez	6 E. Alder St., Suite 307, Walla Walla, WA 99362

**Section 2:** The City Manager of the City of Walla Walla is hereby authorized and empowered to execute amendments and modifications to the contracts authorized by section 1 herein on behalf of the City of Walla Walla, provided that sufficient appropriations have been made by the Walla Walla City Council, and provided further that all amendments and modifications must be reported to the City Council and made available for public inspection.

**Section 3:** The City Manager of the City of Walla Walla is designated as the chief administrative official and authorized representative in all matters arising out of the contracts authorized by section 1 herein, and the City Manager of the City of Walla Walla is hereby authorized, empowered, and directed to comply with contract terms and conditions on behalf of the City of Walla Walla; provided, however, that the City Manager may delegate authority and assign duties to members of the City of Walla Walla's administrative service.

**Section 4:** The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the contract and any amendments or modifications authorized by this resolution, and to attach to each duplicate thereof a copy of this resolution.

**PASSED** by the City Council of the City of Walla Walla, Washington, this 15<sup>th</sup> day of December, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to Form:

\_\_\_\_\_  
City Attorney



ar-4407

**Pgs. 84-124**

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** Development Code Amendments for 2021 - Annual Update

**Submitted For:** Lisa Wasson-Seilo, Development Services Department

**Project No:**  
ZCA-21-0002

**Financial Comments:**  
N/A

**All Contracts:**  
Not Applicable

**Federally funded contracts only:**  
Not Applicable

**Construction contracts only:**  
Not Applicable

**Brief Summary of Requested Action:**

Review and approve Ordinance amending Titles 19 and 20 of the Walla Walla Municipal Code.

Walla Walla Municipal Code (WWMC) Text Amendments to Titles 19 and 20, implement the Walla Walla Comprehensive Plan 2040 and certain recommendations from the recently adopted (Ord 2021-23) Walla Walla Regional Housing Action Plan, corrects scrivener's errors, and add clarifications. The proposed code amendments would apply City-wide.

Amendments to the following Municipal Code Chapters include:

- Chapter 19.30 Subdivision Design
- Chapter 19.32 Public Facility Requirements
- Chapter 19.40 Required Information
- Chapter 20.02 Annexations
- Chapter 20.06 Construction and Definitions
- Chapter 20.30 Level VI Review
- Chapter 20.34 Development Agreements
- Chapter 20.48 Amendments
- Chapter 20.50 Land Use Zones
- Chapter 20.100 Tables of Permitted Land Uses
- Chapter 20.118 Residential Accessory Use Standards
- Chapter 20.134 Environmental Performance
- Chapter 20.172 Wineries, Breweries, and Distilleries
- Chapter 20.212 Nonconforming Situations

The Walla Walla Planning Commission held a public hearing and forwards its recommendation of approval of these code amendments. The City Council does not hold a public hearing on these



legislative proposals, however these proposed amendments are open for public review and submission of written comments to the city clerk on or before 5:00 p.m of the date the City Council first scheduled to consider the proposed amendments. (See WWMC 20.28.030(A))

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## **Information**

### **HISTORY:**

February 2021 - Internal staff discussions of the code amendments planned for 2021; research and drafting of Development Code text amendment language.

June 23, 2021 - City Council passed Ordinance 2021- 19, in interim ordinance adopting amendments to the chapter 20.172 related to distilleries

September 13, 2021 - WW Planning Commission reviewed preliminary planned amendments and provided feedback

October 11, 2021 - City application submitted for the Development Code text amendments

October 13, 2021 - 60 Day Notice of Intent to adopt was submitted to the Washington State Department of Commerce

October 13, 2021 - SEPA Determination of Non-Significance issued, posted on City website and circulated to SEPA contact list (Revised SEPA Determination of Non-Significance for publication in the WW Union Bulletin, November 15, 2021)

October 14, 2021 - Department of Commerce acknowledgement letter received

October 14, 2021 - Notice of Application/ Public Hearing was posted to the City website

October 17, 2021 - Notice of Application/ Public Hearing was published in the WW Union Bulletin

October 29, 2021 - Comment period deadline - no comments received

November 1, 2021 - WW Planning Commission public hearing. (A copy of the report to the Planning Commission is attached to this agenda report)

November 29, 2021 - City Council Work Session

### **POLICY ISSUES:**

Ensure that the Municipal Code is easy to use for the public and for staff, that it is in compliance with federal and state rules, and that it continues to meet the needs of stakeholders without creating confusion or redundancy.

### **PLAN COMPLIANCE:**

#### **STRATEGIC PLAN:**

1.2 Continue process improvement skill development and identify opportunities for efficiency and effectiveness

4.1 Attract and support small businesses.

#### **COMPREHENSIVE PLAN:**

**Community Character Policy 1.1** – Use the land use code and design guidelines to ensure that new development reinforces and is guided by the character of existing land use patterns and the architectural attributes of the applicable character areas.

**Community Character Policy 4.1** - Carefully protect and enhance Downtown's visual character, the most important single aspect of the city's identity, through historic preservation activities, complementary infill development, and sensitively designed public works.

**Land Use Policy 1.4** – Review new development proposals to ensure they support the

objectives of the Comprehensive Plan such as land use, transportation, community character, historic preservation, and sustainability.

**Land Use Policy 4.4** - Ensure that new subdivisions and housing development retains natural qualities including topography, natural features, and native vegetation to minimize impacts to the surrounding ecosystem. Retaining or restoring riparian woody vegetation should be a priority.

**Housing Goal 1** - A broad range of housing choices is available to meet the needs of people of diverse socioeconomic status, household type, and age.

**Housing Policy 1.1** - Provide an array of housing choices such as apartments, small lot single-family housing, accessory dwelling units, townhomes, manufactured homes, and cottages to meet the needs of people of all incomes throughout their lifespan.

**Economic Development Goal 4** - Walla Walla has a supportive environment for entrepreneurial opportunities and startup businesses.

**Economic Development Policy 5.1** – Regularly review development regulations, evaluate the impact of regulations, and the needs of local businesses.

**Environment and Natural Resources Policy 1.6** - Preserve and protect healthy mature trees in the community to the greatest extent possible, and promptly plant replacements when they cannot be saved.

**Transportation Policy 1.3** - Provide facilities for all modes of transportation.

**ALTERNATIVES:**

Pursuant to Walla Walla Municipal Code, 20.28.030(C), the City Council, at a public meeting, consider the Planning Commission's recommendation on the record. The City Council shall:  
Vote to approve; or  
Vote to disapprove; or  
Modify the Planning Commission's recommendation; or  
Refer the matter back to Planning Commission for further review.

**STAFF RECOMMENDATION:**

Approve code amendments as presented and as recommended by the Planning Commission.

**CITY MANAGER COMMENTS:**

Approved for City Council action.

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**Attachments**

Ord 2021-46  
Staff Report to Planning Commission

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## **ORDINANCE NO. 2021-46**

AN ORDINANCE ADOPTING AMENDMENTS TO TITLE 19, AND TITLE 20 OF THE WALLA WALLA MUNICIPAL CODE AND TAKING SUCH OTHER ACTION RELATED THERETO

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the Walla Walla County Board of Commissioners passed County Resolution number 90-449 on October 30, 1990 opting into planning activities under the Washington Growth Management Act, Chapter 36.70A RCW; and

WHEREAS, the Walla Walla City Council passed City Ordinance 2018-15 on June 13, 2018 adopting an updated Comprehensive Plan for the City of Walla Walla; and

WHEREAS, RCW 36.70A.130 provides that development regulations shall be subject to continuing review and evaluation by the city that adopted them; and

WHEREAS, RCW 35A.63.100 authorizes the Walla Walla City Council, by ordinance or other action to the extent the Walla Walla City Council deems necessary or appropriate, to implement or give effect to the comprehensive plan or parts thereof in developing the City of Walla Walla and in regulating the use of land herein; and

WHEREAS, an interim zoning ordinance 2021-19 was adopted by the Walla Walla City Council on June 23, 2021 adopting amendments to Chapter 20.172 related to distilleries; and

WHEREAS, the City of Walla Walla issued a Notice of Application on October 13, 2021 with comments due October 29, 2021; and

WHEREAS, the City of Walla Walla issued a State Environmental Policy Act (SEPA) Determination of Non-Significance (DNS) on October 13, 2021 and posted it on the City website and circulated it with the SEPA contact list, and published the DNS in the Union-Bulletin on November 15, 2021; and

WHEREAS, the City of Walla Walla Planning Commission reviewed the development regulations at the regular scheduled meeting on September 13, 2021; and

WHEREAS, the Notice of Public Hearing was posted on the City's website on October 14, 2021, at least 14-days prior to the date of hearing, published in the Union Bulletin on October 17, 2021; and

WHEREAS, the proposed code amendments were transmitted to the Washington State Department of Commerce, Growth Management Services Division, and other state agencies for the 60-day state review period in accordance with RCW 36.70A.106 on October 13, 2021; and

WHEREAS, the proposed amendments to Titles 19, and 20 were presented to the Planning Commission at the November 1, 2021 public hearing; and

WHEREAS, at the public hearing the City of Walla Walla Planning Commission heard and considered the public testimony and the evidence and exhibits presented to it; and

WHEREAS, the City of Walla Walla Planning Commission thereafter made their recommendation on the proposed code amendments on November 1, 2021; and

WHEREAS, the Walla Walla City Council reviewed the Planning Commission's recommendations at a regular work session on November 29, 2021; and

WHEREAS, the Walla Walla City Council conducted a duly noticed public meeting on

the proposed development regulations on December 15, 2021; and

WHEREAS, the Walla Walla City Council has considered the matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this ordinance.

NOW THEREFORE, the City Council of the City of Walla Walla do ordain as follows:

**Section 1:** Section 19.30.060 of the Walla Walla Municipal Code is amended as follows (added items are in bold and italicized and removed items are stricken):

19.30.060 Private Lane standards and restrictions.

A. Private Lanes. Private lanes ~~shall not be permitted in any development of more than nine lots, shall not connect two public streets, and are limited to providing access to nine dwelling units or less~~ ***will only be allowed where, in the City's sole discretion, there is no public interest in traffic circulation and at least one of the following conditions exist:***

1. ***Existing abutting development precludes the construction of a public street, or***
2. ***Topographic, geological or soil conditions make development of a public street undesirable, or***
3. ***Traffic circulation and lot access can be met more logically by private lane than by public streets.***

B. Private Lanes – Permitted. The following minimum standards apply to private lanes not prohibited under subsection A of this section:

1. ***With exception of multi-family developments, binding site plans, manufactured home parks, and planned unit developments, private lanes shall not be permitted in any development of more than nine lots and are limited to providing access to nine dwelling units or less.***

21. The ~~easement~~ width of a private lane shall be at least twenty-five feet.

32. The length of a private lane shall not exceed six hundred feet ~~from the intersection of the public street.~~

An improved turnaround shall be provided at the end of a private lane exceeding one hundred fifty feet in length.

4. ***Private lanes which provide access to five or more lots/dwelling units shall:***

a. ***Provide a sidewalk per city standard plans, adjacent to the entire length of the lane.***

b. ***Provide pedestrian connectivity or access way to each parcel.***

5. ***Private lanes shall not connect two public streets unless:***

a. ***There are unique physical limitations associated with the property that, warrant connection due to existing development, topography, and/or other natural conditions such as wetlands or stream corridors.***

b. ***The City determines that future traffic circulation would not be negatively impacted due to the provision of a private lane.***

63. Private lanes shall be paved with materials as defined in Section 12.01.050, shall have a ***minimum*** pavement width of twenty feet and constructed in accordance with city standard plans.

74. Stormwater facilities shall be provided as required by Chapter 13.16.

85. Private lanes shall be named in accordance with Section 19.30.030(J).

96. ~~A utility easements shall be dedicated to the city for the total width of the lane, unless easements are provided in other locations for residences being served in accordance with Section 19.30.080, but not less than the entire width of the private lane.~~

107. A recorded binding covenant shall be prepared providing for maintenance of the private lane, sidewalk, stormwater facilities, curb, and gutter.

118. An approved driveway approach from the **public** street to the **private** lane shall be provided.

9. ~~Private lanes which provide access to five or more lots/dwelling units shall:~~

~~a. Provide a sidewalk per city standard plans, adjacent to the entire length of the lane.~~

~~b. Provide pedestrian connectivity or access way to each parcel.~~

**Section 2:** Section 19.32.020 of the Walla Walla Municipal Code is amended as follows (added items are in bold and italicized and removed items are stricken):

19.32.020 Street improvements.

A. Streets. All public streets shall be constructed with paving, curbs and gutters, storm drainage system, sidewalks, street lighting and street trees. Private street (lane) improvement requirements are provided in Section 19.30.060.

B. Alleys. Alleys shall be improved to private lane standards described in Section 19.30.060.

C. Sidewalks and Driveways. Sidewalks shall be included in the street improvement plans and shall be installed on both sides of the street after completion of the curb and gutter improvements. Except as provided in Section 19.18.010(D), sidewalks and driveways shall be constructed when homes are constructed on the lots and shall be completed prior to final inspection and occupancy.

D. Street Lighting System. Streetlights shall be installed at all intersections (street corners), all cul-de-sac turnarounds and all substantial curves of streets (ten degrees or more), and at mid-block locations in order to provide streetlight spacing two hundred fifty to three hundred feet. Street lighting systems shall be approved by the city engineer and shall be in accordance with the city standard plans. The developer shall make the necessary arrangements with the serving electric utility for installation of underground service for the street lighting system. ***Alternative streetlight assemblies (street lighting that does not comply with the city standard plans) that were previously installed in developments with approval of the city, shall remain owned and maintained by the developer or their successors. The city will be responsible for the cost of electric power for these alternative streetlight assemblies in an amount equivalent to a city standard lighting system.***

E. Street Trees. Street trees shall be installed in accordance with the arboricultural standards and specifications adopted by the urban forestry advisory commission and administered by the municipal arborist. Street trees shall be installed according to an approved street tree planting plan. ***Street tree planting plans shall adhere to the principles of urban forest biodiversity following the 10-20-30 rule. This means that no tree species should represent more than 10%, no tree genus should represent more than 20%, and no tree family should***

***represent more than 30% of the total tree population of the proposed subdivision street improvements.*** Except as provided in Section 19.18.010(D), street trees shall be planted at the time new homes are constructed and prior to final inspection and occupancy. The developer shall be responsible for the continued health and vigor of street trees abutting undeveloped lots until such lots are sold.

F. Safety Improvements. Where a need to improve safety is demonstrated by a traffic impact analysis or identified as a need in an adopted transportation plan, the city may require the installation of safety features such as pedestrian crossings with or without median refuge islands, flashing beacons or other signage or signals, traffic circles, curb extensions, reduced street width, speed tables, speed humps, or special paving to slow traffic and improve transportation safety for all modes.

**Section 3:** Sections 19.40.020, and 19.40.030 of the Walla Walla Municipal Code are amended as follows (added items are in bold and italicized and removed items are stricken):

19.40.020 Information to be shown on plat map.

A. All items in this section shall be shown on the map or plat of a development for both preliminary and final submittals.

1. Scale. All pertinent information shall be shown normally at a scale of one inch to one hundred feet; however, the scale may be increased or decreased to fit standard size sheets of eighteen inches by twenty-four inches. In all cases, the scale shall be a standard drafting scale, being ten, twenty, thirty, forty, fifty or sixty feet to the inch or multiples of ten for any one of these scales.

2. Appropriate identification of the drawing as a short plat, subdivision, preliminary, final, binding site plan and the name of the development. The name shall not duplicate or resemble the name of any other subdivision or short plat in the county unless the subject subdivision is contiguous to an existing subdivision under the same subdivision of the same last name filed.

3. The names and addresses of the owner(s) and surveyor or engineer.

4. The date, north point, and scale of the drawing.

5. A full legal description and location of the entire proposed development property.

6. The locations, widths and names of both improved and unimproved streets and alleys within or adjacent to the proposed development together with all existing easements and other important features such as section lines, section corners, city boundary lines and monuments.

7. The name and location of adjacent subdivisions and the location and layout of existing streets which are adjacent to or across contiguous right-of-way from the proposed development.

8. The location, approximate dimensions, and areas of lots, proposed lot and block numbers.

9. The lot area in square feet identified on each lot on the plat.

10. The location, approximate acreage, and dimensions of areas proposed for public use.

11. The location, approximate acreage, and dimensions of areas proposed for “open space” and/or common ownership.

12. The acreage of the development, acreage of rights-of-way or other dedications, and acreage of critical areas and buffers, ***and well locations within 100 feet of project area.***

13. Maximum residential density to be completed in the development.

14. Buildable area envelope for each lot (for residential developments).

15. Proposed housing type/form for each lot (for residential developments).

16. Existing contour lines at two-foot intervals based on NAVD '88 Vertical Datum.

17. The approximate curve radii of any existing public street or road within the proposed development. The approximate location, width, names, and curve radii for all proposed streets.

18. Existing uses of the property and locations of all existing buildings and designating which existing buildings are to remain after completion of the proposed development.

19. The location of areas subject to inundation, overflows from stormwater facilities, and/or within a designated one-hundred-year floodplain, all areas covered by water, and the location, width and direction of flow of all water courses.

20. Locations of existing natural features such as rock outcroppings, which would affect the design of the development.

21. A vicinity map showing the location of the proposed development in relation to the rest of the city.

22. The locations and dimensions of proposed lots and the proposed lot and block numbers. Numbers shall be used to designate each block and lot. Where a plat is an addition to a plat previously recorded, numbers of blocks and lots or parcels shall be in consecutive continuation from a previous plat.

23. Locations and widths of streets and roads to be held for private use and all reservations or restrictions relating to such private roads.

24. Designation of any land the council may require held for public reserve and configuration of projected lots, blocks, streets and utility easements should the reserved land not be acquired.

25. All areas and the proposed uses thereof to be dedicated by the owner.

26. Tract, block and lot boundary lines with dimensions.

27. Street rights-of-way widths with centerline.

28. Radius, length, and central angle of all tangent curves; radius, length, centered angle, long chord distance and bearing of all nontangent curves.

29. Ties to boundary lines and section or 1/4 section corners immediately surrounding the development.

30. The location and type of all permanent monuments within the development including initial point, boundary monuments and lot corners.

31. One of the following forms of horizontal control to supplement the plat's inclusion in the city/county GIS:

a. State plane coordinates on the NAD83/91 Datum for each lot corner and controlling monument (or a minimum of two adjacent controlling monuments) as established by survey with reference to Federal Geodetic Control Committee Guidelines for Third Order Class II Surveys; or

b. A tie showing the bearing or angles and distances to one of the city's control grid monuments. If there is a second control monument that is intervisible to the primary control monument, the bearing or angle between the two control monuments shall be shown. (Basis of bearings should be record bearing between control monuments.)

32. Reference points of existing surveys identified, related to the plat by distance and bearings, and referenced to a field book or map as follows:

- a. Stakes, monuments, or other evidence found on the ground and used to determine the boundaries of the development;
- b. Adjoining corners of adjoining subdivisions;
- c. Monuments to be established marking all street intersections and the centerlines of all streets at every point of curvature and the point of tangent;
- d. Other monuments found or established in making the survey required to be installed by provisions of this title and state law.

33. Designation of proposed portions of subdivisions to be developed in phases, if any, indicating proposed sequence of platting.

34. All flood control features and references to easements or deeds for drainage land.

35. Existing and proposed easements clearly identified and denoted by dashed lines and, if already of record, their recorded reference. The width of the easement, its length and bearing, and sufficient ties to locate the easement with respect to the development shall be shown.

36. Identification of any land or improvements to be dedicated or donated for any public purpose or private use in common.

37. The following certificates:

- a. A certificate signed and acknowledged by all parties having any record title interest in the land, consenting to the preparation and recording of the plat;
- b. A certificate signed and acknowledged as above, dedicating to the public all land intended for public use;
- c. A certificate for execution by the director;
- d. A certificate for execution by the city engineer;
- e. A certificate of execution by the county auditor;
- f. A certificate for execution by the county treasurer;
- g. A surveyor's certificate certifying that he is registered as a professional land surveyor in the state of Washington and certifies that the plat is based on an actual survey of the land described and that all monuments have been set and lot corners staked on the ground as shown on the plat.

38. Such additional information pertaining to the subdivision, short plat or development site and the immediate vicinity as may be required by the director for the review of the proposal.

#### 19.40.030 Information to be submitted as supplementary written documents or drawings.

Material in this section does not need to be shown on the plat map.

A. The following supplemental written or drawn information required in this section shall be submitted at the preliminary application stage:

1. The land use zone applicable to the subject property.



2. The locations and sizes of existing public and private sanitary sewers, water mains, and stormwater facilities, culverts, fire hydrants and other utilities within and adjacent to the proposed development.

3. A preliminary public facilities plan for the location and construction of proposed water service facilities and proposed sanitary sewer facilities to serve the development.

4. A stormwater report for medium and large projects (see Section 13.16.030) which includes a site plan, erosion and sediment control plan, and other information as required by the City of Walla Walla Stormwater Design Standard Handbook.

5. Deed restrictions or covenants, if any, in outline form.

6. Such additional information pertaining to the subdivision, short plat or development site and the immediate vicinity as may be required by the director for the review of the proposal.

7. Appropriate architectural and site development plans which shall show the proposed building location, specific landscaping; prominent existing trees, ground treatment, sight-obscuring fences and hedges, off-street parking, vehicular and pedestrian circulation; major exterior elevations of building (binding site plans only).

**8. *Tree planting plans (see Sections 12.49.110 and 19.32.020(E)).***

B. The following supplemental written or drawn information required in this section shall be a condition of final development approval before the recording of plat documents:

1. Plat certificate verifying ownership and encumbrances.

2. An executed surety (developer agreement and bond) when required.

**Section 4:** Section 20.02.080 of the Walla Walla Municipal Code is amended as follows (added items are in bold and italicized and removed items are stricken):

20.02.080 Annexations.

A. Property may be annexed to the city as authorized by Chapter 35A.14 RCW, as amended. Annexation is a Level VI process, initiated as provided in Chapter 35A.14 RCW. Annexation proposals shall be initiated through forms approved by the department.

B. The city will accept annexation petitions ~~twice~~**once** per year. ~~The~~**One** annexation petition submittal time will open January 1st and close January 31st ~~and a second annexation petition submittal time will open September 1st and close September 30th~~ of each calendar year.

C. Annexations are exempt from State Environmental Policy Act (SEPA) review pursuant to RCW 43.21C.222, as amended.

D. Annexation of property shall be consistent with the land use and annexation policies of the Comprehensive Plan's Land Use Element. As soon as practicable upon initiation of annexation proceedings, the department shall determine whether or not the proposed annexation area has been prezoned, and whether or not such prezone designation(s) are consistent with and implement the Comprehensive Plan.

E. Notice of Initiation. The department shall give at least thirty days' advance notice of city council meetings which will consider resolutions calling for election under RCW 35A.14.015, meetings with initiating parties under RCW 35A.14.120 or 35A.14.420, resolutions for initiation of island annexations under RCW 35A.14.295, or resolutions to commence negotiations under RCW 35A.14.460, as those statutes may be amended. The notice shall identify the area proposed for annexation and provide the date and time of the meeting.

1. Initiator Notice. The department shall deliver or mail notice of application to the initiator(s), if any, or the person or entity designated by the applicant to receive notice.

2. Public Notice.

a. The department shall deliver or mail notice to parties that have filed a special notification request in accordance with Section 20.14.015.

b. The department shall deliver or mail notice to the record owner(s) of property, as shown by the records of the Walla Walla County assessor's office, which is included in the area to be annexed or adjacent to the area to be annexed.

3. Agency Notice. The department shall mail notice to the Walla Walla County commission, any fire protection district serving the area to be annexed, any water district serving the area to be annexed, and any holder of any franchise or permit for operation of a public service business which will be cancelled pursuant to RCW 35A.14.900.

F. Notice of Hearing. The city council shall by resolution set public hearing(s) to the extent required by RCW 35A.14.130, 35A.14.295(2), 35A.14.430, and 35A.14.460(3), as those statutes may be amended, and notice of hearing shall be given as required by the applicable statute. Such notice shall include the proposed zoning for the property.

G. Property within the urban growth area which has been prezoned by a proposed zoning regulation pursuant to RCW 35A.14.330 and 35A.14.340, as those statutes may be amended, will automatically be zoned in conformance with the land use designation prescribed for that property by the city council through the prezone process unless the proposed zoning designation is changed as provided herein.

H. Where property is prezoned, and the prezone designation is inconsistent with the Comprehensive Plan, the council, upon consideration of the annexation proposal, may determine zoning requirements as follows:

1. The prezone designation for the property may be changed concurrently with annexation by a proposed zoning regulation pursuant to RCW 35A.14.330 and 35A.14.340, as those statutes may be amended; or

2. The prezone designation will be applied and the zoning designation for the property may be amended through the rezone process after annexation.

I. Where property has not been prezoned, the council upon consideration of the annexation proposal may determine the zoning requirements as follows:

1. The city may adopt a zoning designation for the property pursuant to RCW 35A.63.100 which is consistent with and implements the Comprehensive Plan; or

2. The property shall be deemed to be included in the zoning map as follows:

a. Property zoned by the county as Agriculture Industrial Heavy or Heavy Industrial shall be deemed to be zoned by the city as Heavy Industrial (IH);

b. Property zoned by the county as Agriculture Industrial Light, Light Industrial, or Industrial/Business Park shall be deemed to be zoned by the city as Light Industrial/Commercial (IL/C);

c. Property zoned by the county as Airport Development District shall be deemed to be zoned by the city as Airport Development (AD);

d. Property zoned by the county as Public Reserve shall be deemed to be zoned by the city as Public Reserve (PR);

e. Property zoned by the county as Urban Planned Community shall be deemed to be zoned by the city as Urban Planned Community (UPC);

f. Property zoned by the county as Primary Agriculture, Exclusive Agriculture, General Agriculture, Agricultural Residential, Rural Remote, Rural Agriculture, Rural Flowing, Rural Residential, or Rural Transition shall be deemed to be zoned by the city as Neighborhood Residential; and

g. Property given a zoning designation by the county other than those identified in this subsection shall be deemed to be zoned by the city as Neighborhood Residential.

The deemed zoning designation may be amended through the rezone process after annexation, and the department is directed to process such amendment(s) that may be necessary to make the zoning designation(s) for annexed property consistent with the Comprehensive Plan as soon as practicable following the effective date of the annexation.

**Section 5:** Sections 20.06.030.A, 20.06.030.E, 20.06.030.L, 20.06.030.M, 20.06.030.S, 20.06.030.T, and 20.06.030.V of the Walla Walla Municipal Code are amended as follows (added items are in bold and italicized and removed items are stricken):

20.06.030.A A definitions

“Access” means the right to cross between public and private property allowing pedestrians and vehicles to enter and leave property.

“Accessory dwelling unit” means a habitable living unit that provides the basic requirements of shelter, heating, cooking and sanitation and meets the standards provided in this code.

“Accessory structures (residential) – not for use as a dwelling unit” means an accessory building or structure as defined in this code not used for residential occupancy.

“Adjacent” shall be that having a common boundary or that which would have a common boundary but for the intervention of a public street or alley.

***“Affordable housing” shall have the same meaning as defined in RCW 36.70A.030.***

“Agricultural building” means a structure designed and constructed to store farm implements or hay, grain, poultry, livestock, fruit and other agricultural products. The structure shall not be used for human habitation; processing, treating or packaging agricultural products, nor shall it be a place used by the public.

“Agricultural related industry” means specifically:

1. “Packaging plants” may include but are not limited to the following activities: washing, sorting, crating and other functional operations such as drying, field crushing, or other preparation in which the chemical and physical composition of the agricultural product remains essentially unaltered. Does not include processing activities, or slaughterhouses, animal reduction yards, and tallow works.

2. “Processing plants” may include but are not limited to those activities which involve the fermentation or other substantial chemical and physical alteration of the agricultural product. Does not include slaughterhouses or rendering plants.

3. “Storage facilities” may include those activities which involve the warehousing of processed and/or packaged agricultural products.

“Agricultural stand” means a structure up to two hundred square feet in area used for the retail sale of agricultural products, excluding livestock, grown on the premises in residential zoned areas; also, in commercial zoned areas subject to the standards of the applicable zone. Agricultural stands are allowed in the front yard setback.

“Agriculture” means the tilling of soil, raising of crops and horticulture.

“Alley” means a service way providing a secondary means of public access to abutting property and not intended for general traffic circulation.

“Amendment” means a change in the Zoning Code. There are three types of zoning related amendments: those that request a reclassification of land allowing a change in the range of permitted uses on a specific piece of property (termed “rezones”); those which provide zone designations for land to be annexed to the city (termed “prezones”); and those which request a change in the text of this code. (See Chapter 20.48 for amendment procedures.)

“Amusement parks,” “carnival” or “fair” mean a seasonal use operated for profit offering portable facilities and equipment for recreational and entertainment purposes.

“Animal husbandry” means the raising of domesticated farm animals when, in the case of dairy cows, beef cattle, horses, ponies, mules, llamas, goats and sheep, their primary source of food, other than during the winter months, is from grazing the pasture where they are kept.

Animal Shelter, Community. “Community animal shelter” means a place where dogs, cats or other stray or homeless animals are sheltered as part of a community animal control and protection program. Activities and services may include kenneling, animal clinic, pet counseling and sales, as well as animal disposal. (See Chapter 20.130.)

“Approving authority” means the director, city manager, planning commission, hearing examiner or city council of the city of Walla Walla as provided in this code.

“Assembly area” means any area used for the gathering or congregation of persons with or without the provision of seating and including any area designed for spectator activity.

“Automobile and trailer sales area” means an open area other than a street, used for the display, sale or rental of new or used automobiles or trailers and where no repair work is done except minor incidental repair of automobiles or trailers to be displayed, sold or rented on the premises.

“Automotive wrecking yard” means a premises used for the storage or sale of used automobile or truck parts, or for dismantling, or abandonment of junk, obsolete automobiles, trailers, trucks, machinery, or parts thereof. Automobile wrecking yards must be licensed by the Washington State Department of Licensing.

“Avigation easement” means the right to use the air space above grantor’s property in accordance with the rules and regulations regarding takeoff, landing and traffic patterns.

#### 20.06.030.E E Definitions.

***“Emergency housing” means temporary indoor accommodations for individuals or families who are experiencing abuse or are homeless or at imminent risk of becoming abused or homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.***

***“Emergency shelter” means a facility that provides a temporary shelter for individuals or families who are currently experiencing abuse or are homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations. Emergency shelters include overnight shelters which provide safe and dry conditions which save lives.***

“Essential public facilities” are those facilities that are typically difficult to site and necessary to provide essential public services, such as airports, state education facilities and state

or regional transportation facilities as defined in RCW 47.06.140, state and local correctional facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities as defined in RCW 71.09.020, and include supporting facilities needed for such essential public facilities. It is not necessary that the facilities be publicly owned.

***“Extremely low-income household” shall mean the same as defined in RCW 36.70A.030.***

20.06.030.L L definitions.

“Lot” means a designated parcel, tract or area of land established by plat, subdivision, or as otherwise permitted by law, to be used, developed or built upon as a unit. (See Figure 20.06-2.) A “lot” in a manufactured/mobile home park refers to a space designated for a manufactured home which is not subject to the lot area requirements of this code.

“Lot area” means the total area within the lot lines of a lot, excluding any street rights-of-way.

“Lot, corner” means a lot or parcel of land abutting upon two or more streets at their intersection or upon two parts of the same street forming an interior angle of less than one hundred thirty-five degrees. (See Figure 20.06-2.)

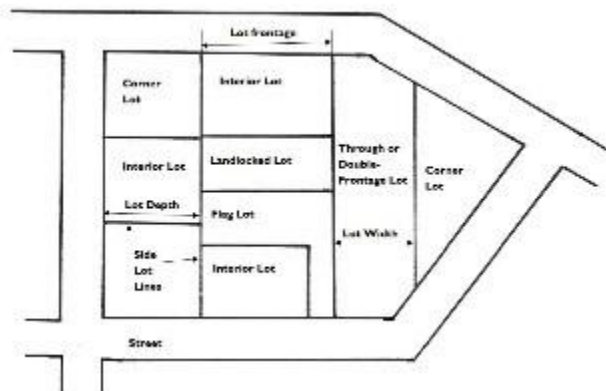


Figure 20.06-2 – Lot Layout

“Lot coverage” is the percentage of net land area of a site that can be covered with roofed structures.

“Lot depth” means the distance measured from the front lot line to the rear lot line. (See Figure 20.06-2.) For lots where the front and rear lot lines are not parallel, the lot depth shall be measured by drawing lines from the front to rear lot lines, at right angles to the front lot line, every ten feet and averaging the length of these lines.

Lot, Double Frontage. See “Lot, through.”

“Lot, flag” means a lot only a narrow portion of which fronts on a public/private road and where access to the public/private road is across that narrow portion.

“Lot, frontage” means the length of the front lot line measured at the street right-of-way line. (See Figure 20.06-2.)

“Lot, interior” means a lot other than a corner lot. (See Figure 20.06-2.)

“Lot, landlocked” means a lot which has no deeded access to a public street. (See Figure 20.06-2.)

“Lot line” means a line of record bounding a lot which divides one lot from another lot or from a public or private street or any other public space. (See Figure 20.06-3.)

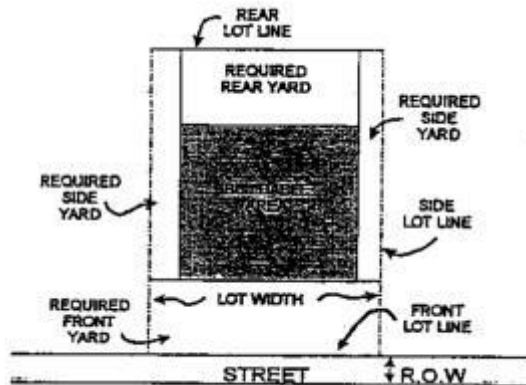


Figure 20.06-3 – Lot Lines

“Lot line, front” means the lot line separating a lot from a street right-of-way, or in the case of a flag lot, the line closest to a street right-of-way excluding the flagpole portion of the property. (See Figure 20.06-3.)

“Lot line, rear” means the lot line opposite and most distant from the front lot line; or in the case of a triangular or otherwise irregularly shaped lot, a line ten feet in length entirely within the lot, parallel to and at a maximum distance from the front lot line. (See Figure 20.06-3.)

“Lot line, side” means any lot line other than a front or rear lot line. (See Figure 20.06-3.)

“Lot of record” means a lot legally existing prior to the effective date of this code.

“Lot through” means a lot which fronts upon two parallel streets, or which fronts upon two streets which do not intersect at the boundaries of the lot. (See Figure 20.06-2.)

“Lot width” means the horizontal distance between the side lines of a lot measured along a straight line parallel to the front lot line at the minimum required building setback line. (See Figure 20.06-3.)

***“Low-income household” shall mean the same as defined in RCW 36.70A.030.***

“Low impact development (LID)” is an approach to land development (or redevelopment) that works with nature to manage stormwater as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features and minimizing effective imperviousness.

“Low impact development best management practices (LID BMPs)” are as defined in Chapter 12.01.

“Low-volume traffic generation” means uses such as furniture stores, carpet stores, major appliance stores, etc., that sell items that are large and bulky, that need a relatively large amount of storage or display area for each unit offered for sale, and that therefore generate less customer traffic per square foot of floor space than stores selling smaller items.

#### 20.06.030.M M definitions.

“Manufactured home within a manufactured home park” means a structure which is designed and built as a permanent dwelling unit but which is: (1) not constructed in accordance with the standards set forth in the International Residential Code (IRC) and local codes applicable to site-built homes, and (2) is constructed with an integral frame of “I” beams or tubular steel which is the structural foundation of the home itself and which provides the

attachment for transport assemblies used to tow the mobile home to the point of use. This definition does not include mobile homes, modular homes, commercial coach, or recreational vehicles.

“Manufactured home on a single parcel” means “new” and “designated manufactured homes” as defined in RCW 35.63.160 and RCW Title 46 and is not a “used mobile home” as defined in RCW 82.45.030(2).

“Manufactured (mobile) home park” means a residential use in which more than one mobile or manufactured home is located on a parcel of land under single ownership. (See Chapter 20.184.)

“Modular home” means a dwelling unit constructed in accordance with the standards set forth in the International Residential Code (IRC) and local codes applicable to site-built homes and composed of components substantially assembled in a manufacturing plant and transported to the building site for final assembly on a permanent foundation. Among other possibilities, a modular home may consist of two sections transported to the site in a manner similar to a manufactured home, or a series of panels or room sections transported on a truck and erected or joined together on the site.

***“Moderate-income household” shall have the same meaning as defined in RCW 84.14.010.***

“Multi-use pathway” means an on-site pathway designed to provide pedestrian and bicycle access and circulation through and within a site.

20.06.030.S S definitions.

“Sand and gravel pits” means an area where earthen materials in excess of five hundred cubic yards are extracted from the site for commercial purposes which may or may not include stockpiling.

Satellite Dishes. (See Chapter 20.170, Wireless Communication Facilities.)

SEPA – State Environmental Policy Act/Rules. Refers to Chapter 43.21C RCW and SEPA Rules in Chapter 197-11 WAC adopted by the Washington State Department of Ecology. Refers further to the city’s environmental ordinance in Title 21 and Chapter 20.134.

“Service station” means a retail facility to provide motor fuel and other petroleum products to motor vehicles, and may include lubrication and minor repair service and incidental sale of motor vehicle accessories.

~~“Shelter” means short-term, emergency housing for homeless or abused persons. Typically a shelter offers housing and meals to such individuals for up to thirty days; however, longer stays may be allowed according to the need.~~

Sight Visibility Triangle. Referred to in this code as “clearview triangle.”

“Sign” means any device, structure, fixture (including the supporting structure) or any other surface that identifies, advertises and/or promotes an activity, product, service, place, business, political or social point of view, or any other thing. (See Division VI of this title, Sign Regulations.)

“Significant tree” means a tree in good condition at least six inches in diameter at breast height (DBH) where the diameter of the tree is measured four and one-half feet above the ground, as determined by the municipal arborist.

“Site plan” means the development plan for one or more lots on which is shown the existing and proposed conditions of the lot including: topography, vegetation, drainage, flood plains, marshes and waterways; open spaces, walkways, means of ingress and egress, utility

services, landscaping, structures and signs, lighting and screening devices; any other information that reasonably may be required in order that an informed decision can be made by the reviewing body and/or approving authority. (See Chapter 20.46, Site Plan Review Committee.)

“Special events” means circuses, fairs, carnivals, festivals, or other types of special events that (1) run for longer than one day but not longer than two weeks, (2) are intended to or likely to attract substantial crowds, and (3) are unlike the customary or usual activities generally associated with the property where the special event is to be located.

“Special use permit” means a permit issued by the hearing examiner that authorizes the recipient to make use of property which has lost its nonconforming status. (See Chapter 20.224, Special Use Permits.)

“Stall” means the parking space into which vehicles park. (See “Parking space, stall.”)

“Storage facilities, bulk” means either enclosed or outdoor areas designed for the storage of either large quantities of materials or materials of large size.

“Storage facilities, commercial” means enclosed storage areas designated as support facilities for commercial activities and used for the storage of retail materials.

“Storage facilities, residential mini-storage” means enclosed areas providing storage for residential goods and/or recreational vehicles within the structure.

“Stormwater drainage system” shall have the same meaning as defined in Chapter 13.06.

“Stormwater facility” shall have the same meaning as defined in Chapter 13.06.

“Street” means the entire width between the boundary lines of every way which provides for public use for the purposes of vehicular and pedestrian traffic and including the terms “road,” “highway,” “lane,” “place,” “avenue,” or other similar designations. Nothing may be placed or located within this area except public facilities landscaping subject to clearview triangle standards (in Chapter 20.114, and off-premises directional signs as provided in Section 20.204.150(B)).

“Structural alteration” means any change to the supporting members of a structure including foundations, bearing walls, or partitions, columns, beams, girders, or any structural change in the roof or in the exterior walls.

“Structure” or “building” means that which is built or constructed. An edifice or building of any kind or any piece of work artificially built up or composed of parts joined together in some definite manner and which requires a location on the ground or which is attached to something having a location on the ground, whether assembled on site, or assembled elsewhere and placed on the site. This definition does not include paved areas or fences under six feet in height.

“Subarea plan” means a land use plan for a subarea designated by the Comprehensive Plan which is adopted by the Walla Walla city council pursuant to Chapter 36.70A RCW.

Subdivision. See Title 19, Subdivisions. Refers also to Chapter 58.17 RCW.

#### 20.06.030.T T definitions.

~~Temporary or Emergency Housing. The terms “temporary” or “emergency housing” in this code are synonymous with “shelter.”~~

“Temporary structure” means a structure without any foundation or footings and which is removed when the designated time period, activity, or use for which the temporary structure was erected has ceased.

“Temporary use” means a use established for a period of time fixed in the permit which authorizes the use.



“Tower” means any structure whose principal function is to support an antenna.  
“Townhouse” means two- or three-story attached dwelling units constructed on separate lots.

***“Transitional housing” shall have the same meaning as defined in RCW 84.36.043***  
Tract. The term “tract” is used interchangeably with the term “lot.”

#### 20.06.030.V V definitions.

“Variance” means a grant of permission by the hearing examiner that authorizes the recipient to adjust specific dimensional regulations of this code applicable to a particular piece of property. (See Chapter 20.220, Variances.)

“Variance, minor” means a variance of up to ten percent of any dimensional standard of this code, authorized by the director.

“Vegetated LID BMP” means LID BMPs that include vegetation components such as bioretention and vegetated roofs.

***“Very low-income household” shall have the same meaning as defined in RCW 36.70A.030.***

Vision Clearance Area. Referred to in this code as “clearview triangle.”

**Section 6:** Sections 20.30.030 of the Walla Walla Municipal Code are amended as follows (added items are in bold and italicized and removed items are stricken). Section 20.30.040 is deleted:

#### 20.30.030 Review procedures, decision – Level VI.

The review procedures for Level VI proposals are governed by the applicable provisions of the Walla Walla Municipal Code and the Revised Code of Washington.

A. Annexations. The zoning of property to be annexed will be determined according to Section 20.02.080. Annexations shall be processed as provided in Chapter 35A.14 RCW, as amended, Sections 20.02.080 and 20.14.090, and this chapter.

B. Prezones. Prezones, also known as proposed zoning regulations, shall be processed as provided in RCW 35A.14.330 and 35A.14.340, as amended.

C. Street Vacations. Street vacation requests shall be processed according to Chapter 35.79 RCW, Sections 20.14.085 and 20.14.090, and this chapter. Street vacation petitions shall be reviewed by the site plan review committee and the planning commission before they are brought to the city council for consideration. The planning commission is not required to hold a public hearing and may consider the petition at a public meeting. At a public meeting, the planning commission shall consider the recommendation of the site plan review committee and make a recommendation to the city council. The SPRC shall review the proposed street vacation for its impact on the city’s current and future traffic circulation and utility facility planning.

#### ~~D. Comprehensive Plan/Subarea Plan Adoption and Amendments.~~

~~1. Comprehensive Plan and Subarea Plan provisions and designations regarding the city, and amendments thereto, shall be processed in accordance with RCW 35A.63.070, 35A.63.071, 35A.63.072, 35A.63.073, and Chapter 36.70A RCW. Public notice and participation shall be provided in accordance with the notice and hearing requirements of this title. The planning commission shall, following public hearing, forward its recommendation to the city council for consideration and decision. The Walla Walla city council shall conduct a public hearing upon a plan or amendment proposal.~~

~~prior to taking action thereon. City council adoption shall constitute final action upon the provisions and designations which regard the city. The city council may, in its discretion, accept additional public comment at any time before final action is taken; however, an additional opportunity for review and comment upon a plan or amendment proposal is not required after the public hearing is closed unless the city council chooses to consider a change to the draft which was available for public review and comment after the opportunity for review and comment on the draft has passed and none of the exceptions below apply. An additional opportunity for public review and comment upon such a change is not required if:~~

- ~~a. An environmental impact statement has been prepared for the proposal and the change is within the range of alternatives considered in the impact statement;~~
- ~~b. The change is within the scope of alternatives available for public comment;~~
- ~~c. The change only corrects typographical errors, corrects cross-references, makes address or name changes, or clarifies language of the proposal without changing its effect;~~
- ~~d. The change relates to a capital budget decision; or~~
- ~~e. The change is to a moratorium or interim control.~~

~~2. Comprehensive Plan and Subarea Plan provisions and designations regarding only the unincorporated urban growth area, and amendments thereto, shall be processed in accordance with the Walla Walla County Code.~~

~~3. Comprehensive Plan and Subarea Plan provisions regarding both the city and the unincorporated urban growth area, and amendments thereto, shall be processed by the city as provided in subsection (D)(1) of this section. City council adoption shall constitute final action upon the provisions and amendments regarding their application within the city and recommendation to the County Commissioners regarding their application in the unincorporated urban growth area. Recommendations with respect to the unincorporated urban growth area shall be thereafter processed in accordance with the Walla Walla County Code.~~

**DE.** SEPA Review. All Level VI legislative proposals will be reviewed by the department and, if SEPA review is required, such review will be conducted by the responsible official in accordance with the provisions of Chapter 20.14 and Title 21 of this code and Chapter 197-11 WAC prior to final approval by the city council.

#### **20.30.040 Comprehensive Plan/Subarea Plan adoption/amendment criteria.**

~~A. The city's action on a Comprehensive Plan adoption or amendment proposal shall be based on legislative findings upon whether or not the proposal conforms with Chapter 36.70A-RCW.~~

~~B. The city's action on a Subarea Plan adoption or amendment proposal shall be based on legislative findings upon whether or not the proposal is consistent with the Comprehensive Plan.~~

**Section 7:** A new Chapter 20.34 Development Agreements is added to the Walla Walla Municipal Code as follows:

#### **Chapter 20.34 DEVELOPMENT AGREEMENTS**

##### **20.34.010 Authority.**

20.34.020 General provisions.  
20.34.030 Term.  
20.34.040 Approval procedure, recording.  
20.34.050 Judicial Appeal.

20.34.010 Authority.

A. The city may, in accordance with the provisions of RCW 36.70B.170-210, enter into a development agreement with a person(s) having ownership or control of real property within its jurisdiction, or outside its boundaries as part of a proposed annexation or a utility service agreement.

1. The execution of a development agreement is a proper exercise of the city's police power and contract authority.

2. A development agreement may obligate a party to fund or provide services, infrastructure, or other facilities.

3. A development agreement shall reserve authority to impose new or different regulations to the extent required by a serious threat to public health and safety.

B. Development agreements are not "project permit" applications as defined in RCW 36.70B.020. Therefore, there is no deadline for processing a development agreement. If an applicant requests that the city execute a development agreement as part of its approval of a project permit application, the applicant must first sign a written waiver of the deadline for issuance of the final decision of the project permit application.

20.34.020 General provisions.

A. A development agreement must set forth the development standards and other provisions that shall apply to, govern and vest the development, use, and mitigation of the development of the real property for the duration specified in the agreement, provided that:

1. The development agreement shall be consistent with all applicable development regulations.

2. The provisions of this section do not affect the validity of a contract rezone, concomitant agreement, annexation agreement, or other agreement in existence or adopted under separate authority.

3. For the purposes of this section, "development standards" includes, but is not limited to:

a. Project elements such as permitted uses, residential densities, and nonresidential densities and intensities or building sizes;

b. The amount and payment of impact and mitigation fees imposed or agreed to in accordance with any applicable provisions of state law, any reimbursement provisions or other financial contributions by the property owner, inspection fees, or dedications;

c. Mitigation measures, development conditions, and other requirements under RCW 43.21C;

d. Design standards such as maximum heights, setbacks, drainage and water quality requirements, landscaping, and other development features;

e. Affordable housing, if applicable;

f. Parks and open space preservation;

g. Phasing;

- h. Review procedures and standards for implementing decision;
- i. A build-out or vesting period for applicable standards; and
- j. Any other appropriate development requirement or procedure.

#### 20.34.030 Term.

Development agreements applicable to properties within the boundaries of the city are limited to a ten-year timeframe. An extension of one to ten years may be exercised upon mutual approval of both the developer and the city. Development agreements applicable to properties outside of the city boundaries may continue in effect until a date as specified in the agreement. Agreements outside the city may contain variable expiration dates for some, or all, of the standards listed in this section.

#### 20.34.040 Approval procedure, recording.

A. A development agreement shall only be approved by the city council after a public hearing. The director shall determine the hearing body based on the nature of the proposed action necessitating a development agreement. A hearing body, other than the city council, shall conduct a hearing and forward its recommendation to the city council for consideration and decision.

B. Upon approval, a development agreement shall be recorded with the Walla Walla County Auditor.

1. During the term of a development agreement, it is binding on the parties and their successors.
2. Unless amended or terminated, a development agreement is enforceable during its term by a party to the agreement.
3. Any permit or approval issued by the city after the execution of a development agreement must be consistent with the terms of the development agreement.
4. A development agreement and the development standards incorporated in the agreement govern during the term of the agreement, or for all or that part of the build-out period specified in the agreement, and may not be subject to an amendment to a zoning ordinance or development standard or regulation or a new zoning ordinance or development standard or regulation adopted after the effective date of the agreement.

#### 20.34.050 Judicial Appeal.

If a development agreement relates to a project permit application, the provisions of Chapter 36.70C RCW shall apply to the appeal of the decision on the development agreement.

**Section 8:** Section 20.48.010 of the Walla Walla Municipal Code is amended as follows (added items are in bold and italicized and removed items are stricken):

#### 20.48.010 Purpose.

The purpose of ***sections 20.48.010 through 20.48.060*** ~~this chapter~~ is to establish the procedures to amend the zoning text and/or map when the proposed change will benefit the general welfare of the community and is consistent with the goals, objectives and policies of the Comprehensive Plan as amended.

A. From time to time a change in circumstance or condition may warrant a change in the Zoning Code consistent with any changes made in the Comprehensive Plan.

B. There are four types of zoning related amendments:

1. Area-Wide Rezone. Legislative approval of land reclassification in an area. An “area-wide rezone” is a change in the Official Zoning Map.

2. Site-Specific Rezone. A reclassification of land from one zoning district to another, allowing a change in the range of permitted uses on a specific piece of property. A “site-specific rezone” is a change in the Official Zoning Map.

3. Zoning Code Text Amendment. A change of the text, standards, procedures or other provisions of this code.

4. Prezone. A prezone provides a zone designation for land to be annexed to the city. Upon annexation the official zoning map is changed to reflect the addition.

**Section 9:** New Sections 20.48.100, and 20.48.200 are added to the Walla Walla Municipal Code as follows:

20.48.100 Comprehensive Plan/Subarea Plan Adoption and Amendments.

A. Comprehensive Plan and Subarea Plan provisions and designations regarding the city, and amendments thereto, shall be processed in accordance with RCW 35A.63.070, 35A.63.071, 35A.63.072, 35A.63.073, and Chapter 36.70A RCW. Public notice and participation shall be provided in accordance with the notice and hearing requirements of this title. The planning commission shall, following public hearing, forward its recommendation to the city council for consideration and decision. The Walla Walla city council shall conduct a public hearing upon a plan or amendment proposal prior to taking action thereon. City council adoption shall constitute final action upon the provisions and designations which regard the city. The city council may, in its discretion, accept additional public comment at any time before final action is taken; however, an additional opportunity for review and comment upon a plan or amendment proposal is not required after the public hearing is closed unless the city council chooses to consider a change to the draft which was available for public review and comment after the opportunity for review and comment on the draft has passed and none of the exceptions below apply. An additional opportunity for public review and comment upon such a change is not required if:

1. An environmental impact statement has been prepared for the proposal and the change is within the range of alternatives considered in the impact statement;
2. The change is within the scope of alternatives available for public comment;
3. The change only corrects typographical errors, corrects cross-references, makes address or name changes, or clarifies language of the proposal without changing its effect;
4. The change relates to a capital budget decision; or
5. The change is to a moratorium or interim control.

B. Comprehensive Plan and Subarea Plan provisions and designations regarding only the unincorporated urban growth area, and amendments thereto, shall be processed in accordance with the Walla Walla County Code.

C. Comprehensive Plan and Subarea Plan provisions regarding both the city and the unincorporated urban growth area, and amendments thereto, shall be processed by the city as provided in subsection A of this section. City council adoption shall constitute final action upon

the provisions and amendments regarding their application within the city and recommendation to the County Commissioners regarding their application in the unincorporated urban growth area. Recommendations with respect to the unincorporated urban growth area shall be thereafter processed in accordance with the Walla Walla County Code.

D. The city's action on a Comprehensive Plan adoption or amendment proposal shall be based on legislative findings upon whether or not the proposal conforms with Chapter 36.70A RCW.

E. The city's action on a Subarea Plan adoption or amendment proposal shall be based on legislative findings upon whether or not the proposal is consistent with the Comprehensive Plan.

#### 20.48.200 Docketing – Comprehensive plan/development regulations amendment suggestion procedure.

A. In accordance with RCW 36.70A.470, suggested changes to the comprehensive plan or development regulations which are not specific to any site or project based may be submitted by any individual, organization or general or special purpose government. A list of such suggestions shall be known as the “docket” and is the means to suggest a change or identify a deficiency, such as the absence of required or potentially desirable content in the comprehensive plan or development regulations. An item may be submitted to the docket at any time during the calendar year. There is no fee associated with submitting an item to the docket.

B. Suggested changes must be submitted in writing to the department and shall address the criteria outlined in subsection D of this section.

C. Suggestions received by March 31 will be considered in the City's annual comprehensive plan and zoning code amendment cycle. The department will review such suggestions with the city council and determine whether to direct them to the planning commission for further consideration. The city council may decline to consider any item from the docket.

D. Suggested amendments on the docket may be considered appropriate for action if the following criteria are met:

1. Addresses a matter appropriate for inclusion in the comprehensive plan or development regulations.
2. Demonstrates a strong potential to serve the public interest.
3. Addresses the interests and changed needs of the entire city.
4. Does not raise a policy or land use issue(s) that may be more appropriately addressed by an ongoing work program.
5. Can be reasonably reviewed and evaluated, given existing staff and budget resources.
6. Has not been acted upon by the City Council in the last three years.

E. Any item on the docket that is not determined to be appropriate for action may be proposed under Chapter 20.48 (zoning text and or map amendments) or Section 20.48.200 (comprehensive plan amendments), provided it is timely and properly filed.

**Section 10:** Section 20.50.020 of the Walla Walla Municipal Code is amended as follows (added items are in bold and italicized and removed items are stricken):

## 20.50.020 RN Neighborhood Residential.

The Neighborhood Residential Zone is intended to provide for a variety of housing types such as single-family residential up to fourplexes, townhomes, cottage housing, and tiny homes-~~that are compatible with the neighborhood characteristic.~~

A. Level of Uses. The uses allowed by Level I, II, III, or IV procedures in this zone are designated by a 1, 2, 3, or 4 respectively on the Tables of Permitted Land Uses, Chapter 20.100.

B. The Neighborhood Residential Zone has a minimum net density requirement of four dwelling units per acre.

C. Minimum Yard Requirements.

1. Front yard: twenty feet. Corner lots have two front yards: primary and secondary. The primary front yard (generally off-street parking side) shall be full depth; the secondary front yard shall be one-half the required front yard depth. Front yard setback for garage or carport must be twenty feet; front yard setback for house may be reduced to fifteen feet.

2. Side yard: five feet; attached housing with a shared wall/property line can be zero feet except for end units that shall be five feet.

3. Rear yard: twenty feet. Rear yards for detached accessory structures: see Chapter 20.118. Corner lots are not considered to have rear yards.

4. For exceptions to these minimum standards, see Section 20.102.020.

D. Lot Coverage. Buildings shall occupy a maximum of fifty percent of the lot.

E. Building Height. No building shall exceed thirty-five feet.

F. Off-Street Parking. See Chapter 20.127 for residential parking requirements.

**Section 11:** Sections 20.100.040.C, and 20.100.040.F of the Walla Walla Municipal Code are amended as follows (added items are in bold and italicized and removed items are stricken):

### 20.100.040.C Community Services.

Land Uses	Zoning Districts							
	RN	RM	PR	CC	CH	IL/C	IH	AD
Cemetery	x	x	1	x	x	x	x	x
Churches, Synagogues, Temples	3	3	1	1	1	3	3	3
Colleges (other than state education facilities)	3	3	1	1	1	2	x	3
Community Animal Shelters	x	x	x	x	3	1	1	3
Community Center, Services Clubs, Fraternal Lodges	3	2	1	1	1	2	x	2

Day Care Centers: Mini (1 – 12 children) (*)	1	1	1	1	1	1	x	1
Day Care Centers: Family (13 or more children) (*)	3	3	3	3	3	3	x	1
Essential Public Facilities (•)	3	3	3	3	3	3	3	3
Fire Stations, Police Stations and Ambulance Service	3	3	1	1	1	1	1	1
Funeral Homes, Crematories, Mausoleums and Columbaria	x	3	1	1	1	3	x	x
Government Offices, Quasi-Government Offices, Community Services Agencies Offices	x	3	1	1	1	1	1	1
Hospitals	3	3	1	x	3	3	x	x
<b><i>Emergency Housing/Shelter</i></b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>x</b>
Libraries	3	3	1	1	1	3	x	x
Museums, Art Galleries	3	3	1	1	1	3	x	x
Schools, Public/Private Schools	3	3	1	2	2	x	x	x
Schools, Vocational Schools	3	3	2	2	2	2	x	2
<del>Shelters, Temporary Housing—Emergency</del>	<del>3</del>	<del>1</del>	<del>1</del>	<del>1</del>	<del>1</del>	<del>1</del>	<del>1</del>	<del>x</del>
Storage of Gravel and Equipment for Street Construction (Permanent)	x	x	1	x	x	3	1	3
Designated Camping Area (⌘)	x	x	1	x	x	x	1	x
Zoo	x	x	1	x	x	x	x	x



**NOTES:**

1. (•) The facility must be sited in accordance with Chapter 20.176, or, in the case of preemption, such other applicable process established by law, before proceeding with Level III conditional use review.

2. (⌘) refers to an area designated in accordance with Chapter 9.18.

**20.100.040.F Residential.**

Land Uses	Zoning Districts							
	RN	RM	PR	CC	CH	IL/C	IH	AD
Accessory Dwelling Unit, Attached	1	1	x	x	x	x	x	x
Accessory Dwelling Unit, Detached	1	1	x	x	x	x	x	x
Adult Family Home	1	1	1	x	x	x	x	x
Animals	See Chapter 20.130							
Boarding House (*)	2	1	x	x	x	x	x	x
Congregate Care Facility (*)	3	3	3	1	1	x	x	x
Conversion of Historic Structures to Nonresidential Use	See Chapter 20.146							
Cottage Housing	1	1	x	x	2	x	x	x
Detached Single-Family Dwelling	1	1	x	x	x	x	x	x
Dwelling Unit, Security Personnel	x	x	x	x	1	1	1	1
Duplex, Triplex and Fourplex	1	1	x	x	x	x	x	x
Garage Sales (*) (1)	1	1	1	1	1	x	x	x
Group Housing for Handicapped Persons (6 or fewer clients)	1	1	1	x	x	x	x	x

Group Housing for Handicapped Persons (More than 6 clients)	3	1	1	x	x	x	x	x
Home Occupations	See Chapter 20.122							
Manufactured Home Parks (*)	3	2	x	x	1	x	x	x
Mobile Home (*) or Manufactured Homes (*) (2)	1	1	x	x	x	x	x	x
Multifamily Dwelling	See Section 20.50.020	1	2	2	2	x	x	x
Nursing Care Home (9 or fewer clients)	3	2	2	2	2	x	x	x
Nursing Care Facility (10 or more clients)	3	3	3	3	3	x	x	x
Permanent Supportive Housing	3	3	x	3	3	<b>3*</b>	x	x
Planned Residential Development (Level 4 Review)	See Title 19, Subdivisions Code							
Residential Use, Commercial Districts (3)	x	x	x	1	1	1	x	x
Satellite Dishes, Receive Only Earth Station, Residential Use (4)	1	1	x	x	x	x	x	x
Short-Term Rental Type 1 (Principal Residence)	1	1	x	1	1	x	x	x
Short-Term Rental Type 2 (Not Owner-Occupied)	x	x	x	1	1	x	x	x
Temporary Hardship Units (Mobile Home) (2)	2	2	2	x	X	x	x	x
<b><i>Transitional Housing</i></b>	<b>3</b>	<b>3</b>	<b>x</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>x</b>	<b>x</b>

**NOTES:**

1. No residential premises shall have more than 4 per year for a total of 12 days a year. See Section 20.118.060.
2. Subject to specific development standards. See Division V.
3. Second story and above.
4. Subject to specific development standards. See Chapter 20.170.

**Section 12:** Section 20.118.030 of the Walla Walla Municipal Code is amended as follows (removed items are stricken):

20.118.030 Accessory dwelling units.

A. An accessory dwelling unit (ADU) is a habitable living unit that provides the basic requirements of shelter, heating, cooking and sanitation. The purpose of accessory dwelling units is to:

1. Provide homeowners with a means of obtaining, through tenants in either the ADU or the primary unit, rental income, companionship, security, and services.
2. Add affordable units to the existing housing.
3. Make housing units available to moderate- income people who might otherwise have difficulty finding homes within the city.
4. Develop housing units in ~~single-family~~ neighborhoods that are appropriate for people at a variety of stages in the life cycle.
5. Protect neighborhood stability, property values, and the ~~single-family~~ residential appearance of the neighborhood by ensuring that ADUs are installed under the conditions of this code.

B. Accessory dwelling units are permitted in residential zones subject to the following standards:

1. Accessory dwelling units are permitted only as an accessory use to a single-family residence or duplex in a residential zone.
2. The maximum size of an accessory dwelling shall be eight hundred square feet.
3. A building permit application is required for all accessory dwelling units.
4. There shall be only one entrance on the front of a house. Separate entrances to an accessory dwelling unit are permitted at the side or rear of the primary dwelling unit.
5. One off-street parking space is required in addition to the off-street parking spaces required for the primary residence. Parking must be provided in the rear of the lot or on a driveway.
6. The maximum number of accessory dwelling units allowed on any lot shall be one.

C. Application for an ADU shall be made in accordance with the permit procedures established in Chapter 20.14.

**Section 13:** Section 20.134.070 of the Walla Walla Municipal Code is amended as follows (added items are in bold):

20.134.070 Storage – Residential.

A. Inside Storage. Every reasonable effort shall be made by persons using property as a residence to store raw materials, fixtures, equipment and solid waste related to residential activities entirely enclosed within a building with the following exceptions:

1. Licensed, operable motor vehicles;
2. Lawn furniture in good repair;
3. Lawn care items such as hoses and lawn ornaments;
4. Licensed trailers, recreational vehicles and the like;
5. Fuel for wood burning appliances;
6. Construction material temporarily stored on the premises for use at that site.

B. Outside Storage.

1. Where outside storage is allowed by this code, it shall be maintained in an orderly manner consistent with good housekeeping practices and shall create no fire, safety, health, or sanitary hazard.

2. Appliances and other mechanical equipment normally used in the residential environment which are no longer operable, shall not be stored outside for more than fourteen days. Such storage shall not be allowed within the front or side yard setbacks. ***For corner lots, such storage shall not be allowed within the primary and secondary front yard setbacks, as described in 20.50.020(C).***

3. Boats, trailers, recreational vehicles, and the like stored outside must be:

a. Stored within the rear or side yard. ***For corner lots, stored within the side yards.***

b. Licensed and operable.

4. Motor vehicles, boats, trailers, recreational vehicles and the like which are not operable or licensed and which are stored outside must be:

a. Stored within the rear yard (***or for corner lots, stored within the side yards***), and screened from view by a six-foot high sight obscuring fence or six-foot high dense landscaping, or may be stored under a cloth or vinyl cover designed for that purpose.

5. No more than two inoperable or unlicensed motor vehicles, boats, trailers, recreational vehicles or the like may be stored outside on a residential property. A motor vehicle is considered inoperable if it cannot legally be driven on the streets of Walla Walla under its own power, or in the case of a trailer, cannot be legally, safely and properly towed.

6. The total number of vehicles parked or stored outside (not within a totally enclosed structure) on any lot or property in ~~single-family~~ residential use shall not exceed six, including trailers and RVs.

C. Storage – Prohibited. Neither inside or outside storage of materials or equipment associated with a commercial or industrial use is allowed on a residential zoned property with the following exceptions:

1. Materials and equipment associated with an approved home occupation.

2. Business vehicles, not exceeding a vehicle gross weight of ten thousand pounds, associated with a contractor or other service provider, provided the contractor may not store more than two such vehicles on his property. Such vehicles shall be similar

to the type of domestic vehicles normally associated with residential use; i.e., car, pickup, van.

**Section 14:** Chapter 20.172 of the Walla Walla Municipal Code is amended as follows (added items are in bold and italicized and removed items are stricken):

20.172.010 Purpose.

The purpose of this chapter is to establish standards for wineries, ~~and~~ breweries, ***and distilleries*** in Commercial and Industrial zones.

Wineries, ~~and~~ breweries, ***and distilleries*** are recognized as contributing to the economy and culture of the community. These provisions are the framework for local review of applications for wineries, ***breweries*** and ~~breweries~~ ***distilleries***, the zones within which they are permitted, and the standards which apply to development in the various zones.

The facility types and review standards established in this chapter are not intended to modify or supersede statutory regulation of wineries, ***breweries***, and ~~breweries~~ ***distilleries***.

20.172.020 Definitions.

For purposes of this code, the following definitions of wineries, breweries, and distilleries are established.

A. Wineries.

1. Type A Winery. Winery with emphasis on pedestrian-oriented retail sales and services and on-site tasting, but without primary fruit processing or bulk fermentation.

2. Type B Winery. Winery with emphasis on pedestrian-oriented retail sales and services and on-site tasting, with primary fruit processing or bulk fermentation.

3. Type C Winery. Winery with either on-site primary fruit processing or bulk fermentation or both, with emphasis on industrial production rather than pedestrian-oriented access and commercial activity.

B. Breweries.

1. Type A Brewery. Brewery with primary processing associated with restaurant.

2. Type B Brewery. Brewery with primary processing with or without on-site tasting, not associated with restaurant.

C. ***Distilleries***

~~€1.~~ ***Type A Distillery.*** A distillery facility which produces ***more than one hundred fifty thousand gallons of*** ~~by distillation~~ spirits for consumption, the sales and distribution of which are subject to regulation by the Washington State Liquor Control Board. Uses that are clearly incidental to the production of spirits are allowed accessory uses to a distillery.

~~Đ2.~~ ***Type B Craft Distillery.*** ~~As defined in Chapter 66.24 RCW. A “craft distillery” means a distiller producing one hundred fifty thousand gallons or less of spirits with at least half of the raw materials used in production grown in the state of Washington. A distillery facility which produces one hundred fifty thousand gallons or less of spirits for consumption, the sales and distribution of which are subject to regulation by the Washington State Liquor Control Board. Uses that are clearly incidental to the production of spirits are allowed accessory uses to a distillery.~~

20.172.030 Uses permitted by zone.

This table determines the level of review by which applications for various types of wineries, breweries, and distilleries will be processed. If a zone is not listed in the table, wineries, breweries, and distilleries are not permitted in that zone. If a listed zone contains the symbol “X” in a cell corresponding to a particular type of winery, brewery, or distillery as defined above, that type of facility is not permitted in that zone.

Level I review process is found in Chapter 20.18. Level II review process is found in Chapter 20.22. Level III review process is found in Chapter 20.26.

Table 20.172.030-1  
Permitted Zones and Required Review Levels

	Central Commercial	Highway Commercial	Light Industrial Commercial	Heavy Industrial	Airport Development
Type A Winery	Level I	Level I	Level I	X	Level I
Type B Winery	Level III	Level II	Level I	Level I	Level I
Type C Winery	X	X	Level I	Level I	Level I
Type A Brewery	Level I	Level I	Level I	X	Level I
Type B Brewery	X	Level II	Level I	Level I	Level I
<b><i>Type A</i></b> Distillery	X	X	Level I	Level I	Level I
<b><i>Type B</i></b> <del>Craft</del> Distillery	Level II	Level II	Level I	Level I	Level I

**Section 15:** Section 20.212.060 of the Walla Walla Municipal Code is amended as follows (added items are in bold and italicized and removed items are stricken):

20.212.060 Repair, maintenance and reconstruction.

A. Minor repairs to and routine maintenance of property where nonconforming situations exist are permitted and encouraged. Such activities are subject to Level I review.

B. ***Expansion, enlargement, repair or reconstruction of a nonconforming residential accessory structure may be permitted under Level I processing when the nonconformity is a result of setback issues, and placement of accessory structures on the rear side property lines is a common neighborhood characteristic.***

C. Major renovations or reconstruction, i.e., work estimated to cost over twenty-five percent of the replacement costs of the structure, may be done only in accordance with conditional use procedures (Level III), Chapter 20.216. In addition to the general criteria of Section 20.216.040, the following criteria shall be met when repairs or reconstruction costs are greater than fifty percent of the replacement cost:

1. The proposed repair or reconstruction does not materially increase noise, odor, traffic, or other adverse effects on surrounding property which conforms to the provisions of the use zone applicable to the property.
2. The proposed repair or reconstruction does not increase the nonconformity of the structure or use.

~~3. Expansion, enlargement, repair or reconstruction of a nonconforming residential accessory structure may be permitted under Level I processing when the nonconformity is a result of setback issues, and placement of accessory structures on the rear side property lines is a common neighborhood characteristic.~~

**CD.** Nothing in this chapter shall prevent the strengthening or restoring to a safe condition of any nonconforming building ordered by any official charged with protecting public safety.

**Section 16:** The Walla Walla City Council finds that the development regulation amendments adopted by this Ordinance and the Comprehensive Plan as adopted by Ordinance No. 2018-15 conform to the requirements of Chapter 36.70A RCW and are consistent with and implement the Walla Walla Comprehensive Plan Update 2040. The Walla Walla City Council finds that the amendments adopted herein advance state interests which are stated in RCW 36.70A.010 and in the policies, goals, and other provisions of the City of Walla Walla's comprehensive plan, as amended. The specific policies supporting the amendments are as follows:

Community Character Policy 1.1 – Use the land use code and design guidelines to ensure that new development reinforces and is guided by the character of existing land use patterns and the architectural attributes of the applicable character areas.

Community Character Policy 4.1 - Carefully protect and enhance Downtown's visual character, the most important single aspect of the city's identity, through historic preservation activities, complementary infill development, and sensitively designed public works.

Land Use Policy 1.4 – Review new development proposals to ensure they support the objectives of the Comprehensive Plan such as land use, transportation, community character, historic preservation, and sustainability.

Land Use Policy 4.4 - Ensure that new subdivisions and housing development retains natural qualities including topography, natural features, and native vegetation to minimize impacts to the surrounding ecosystem. Retaining or restoring riparian woody vegetation should be a priority.

Housing Policy 2.1 - Integrate housing for lower and moderate-income households and those with special needs into a variety of geographical locations throughout the city.

Economic Development Goal 4 - Walla Walla has a supportive environment for entrepreneurial opportunities and startup businesses.

Economic Development Policy 4.1 – Support home-based business and occupations by reviewing and implementing rules that are current and adaptive to new technologies.

Economic Development Policy 5.1 – Regularly review development regulations, evaluate the impact of regulations, and the needs of local businesses.

**Section 16:** The Walla Walla City Council finds that this matter was duly scheduled for the

City Council's regular meeting for December 15, 2021 in accordance with section 2.05.040 of the Walla Walla Municipal Code and notice regarding the Council agenda was made publicly available in advance of the meeting. The City Council further finds that proper notice was given and an opportunity for appropriate public participation was provided prior to adoption of this ordinance.

**Section 17:** The notice given by the City of Walla Walla for the Planning Commission public hearing conducted on November 1, 2021, review by the City Council at their work session on November 29, 2021, and the duly noticed public meeting before the City Council on December 15, 2021 constitutes the City's public participation procedures for this ordinance which are adopted pursuant to RCW 36.70A.035.

**Section 18:** If any part of this ordinance is for any reason declared or held to be invalid or unconstitutional by any court or tribunal of competent jurisdiction, such part shall be deemed a separate and distinct and independent provision and such holding shall not affect the validity of the remaining parts hereof.

**Section 19:** The Walla Walla City Clerk is directed to publish a copy of a summary and notice of adoption of this ordinance as permitted by section 36A.12.160 of the Revised Code of Washington.

**Section 20:** The Walla Walla City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section subsection numbers and any references thereto.

**Section 21:** Notice is hereby given that any petition requesting Growth Board review of this zoning ordinance must be filed with the Eastern Washington Growth Management Hearings Board within sixty (60) days after publication of this summary and notice of adoption in accordance with Chapter 36.70A of the Revised Code of Washington.

PASSED by the City Council of the City of Walla Walla, Washington, this  
15th day of December, 2021.

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Mayor

Attest:

Approved as to form:

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City Clerk

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City Attorney



## **SUMMARY AND NOTICE OF ADOPTION OF ORDINANCE NO. 2021-46**

### **AN ORDINANCE ADOPTING AMENDMENTS TO TITLE 19, AND TITLE 20 OF THE WALLA WALLA MUNICIPAL CODE AND TAKING SUCH OTHER ACTION RELATED THERETO**

The Walla Walla City Council passed Ordinance No. 2021-46 at its December 15, 2021 open public meeting which in summary:

- Amends various provisions of the Walla Walla Municipal Code to ensure ease of use and compliance with state statutes and case law.

The Walla Walla City Council finds that the development regulation amendments as adopted by this Ordinance conform to the requirements of Chapter 36.70A RCW as evidenced in the staff report to the Planning Commission. The Walla Walla City Council finds that the amendments adopted herein are consistent with and implement the City of Walla Walla's comprehensive plan. The Walla Walla City Council finds that the amendments adopted herein advance state interests which are stated in RCW 36.70A.010 and in the policies, goals, and other provisions of the City of Walla Walla's comprehensive plan.

The full text of the ordinance will be mailed upon request made to the Walla Walla City Clerk at Walla Walla City Hall, 15 N. 3<sup>rd</sup> Avenue, Walla Walla, WA 99362.

Notice is hereby given that any petition requesting Growth Board review of the zoning code amendment must be filed with the Eastern Washington Growth Management Hearings Board within sixty (60) days after publication of this summary and notice of adoption in accordance with Chapter 36.70A of the Revised Code of Washington.

Summary approved as to form:

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City Attorney

## **Zoning Code Text Amendments**

### **File# ZCA-21-0002**

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#### **I. GENERAL INFORMATION:**

**Application Date:** October 11, 2021

**Applicant:** City of Walla Walla Development Services

**Amendment Description:**

Walla Walla Municipal Code (WWMC) Text Amendments to Titles 19 and 20 to implement the Walla Walla Comprehensive Plan 2040. The proposed code amendments would apply City-wide. Amendments to the following Municipal Code Chapters include:

- |                      |  |
|----------------------|--|
| ▪ Chapter 19.30.060  | Private Lane Standards and Restrictions                  |
| ▪ Chapter 19.32.020  | Street Lighting Systems and Street Trees                 |
| ▪ Chapter 19.40.020  | Required Information to be shown on plat map             |
| ▪ Chapter 20.02.080  | Annexations  |
| ▪ Chapter 20.06.030  | Definitions  |
| ▪ Chapter 20.30.040  | Comprehensive Plan/ Subarea Plan Adoption and Amendments |
| ▪ Chapter 20.34      | Development Agreements                                   |
| ▪ Chapter 20.50.020  | (RN) Neighborhood Residential                            |
| ▪ Chapter 20.100.040 | Table of Permitted Land Uses                             |
| ▪ Chapter 20.118.030 | Accessory Dwelling Units                                 |
| ▪ Chapter 20.134.070 | Storage – Residential                                    |
| ▪ Chapter 20.172     | Wineries, Breweries, and Distilleries                    |
| ▪ Chapter 20.212.060 | Nonconforming Situations                                 |

#### **II. SEPA STATUS:**

The Notice of Application and Washington State Environmental Policy Act (SEPA) checklist was circulated to the SEPA distribution list and Washington State Department of Ecology SEPA register on October 13, 2021.

The City of Walla Walla Development Services has determined that this proposal will not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). Staff has reviewed the following: Submitted SEPA Checklist, dated October 11, 2021, and the existing environmental documents: Walla Walla Comprehensive Plan Final Environmental Impact Statement (FEIS), issued May 22, 2018 and Walla Walla Comprehensive Plan - Walla Walla 2040, Ordinance 2018-15, adopted June 13, 2018.

A SEPA Determination of Non-Significance was issued under WAC 197-11-340(2) and was posted and circulated on October 13, 2021, with a comment period ending on October 29, 2021.

### **III. FINDINGS OF FACT:**

1. The Development Services Department began initial discussions and review of the draft code amendments in February of 2021. Preliminary planned amendments and changes were presented to the Planning Commission at the September 13, 2021, meeting. The formal zoning code text amendments were initiated on October 11, 2021. The 60-day notice was submitted to Washington State Department of Commerce on October 13, 2021.
2. Zoning code text amendments are a Level V review under Walla Walla Municipal Code (WWMC) Chapter 20.28, which requires the Planning Commission to hold a public hearing and make a recommendation to the City Council. The City Council is the decision authority.
3. A Notice of Application/ Notice of Public Hearing was posted on the City of Walla Walla website on October 14, 2021, and was published on October 17, 2021 in the Union Bulletin as required by WWMC 20.14.065. When this staff report was prepared, no comments had been received.
4. WWMC Chapter 20.48, Amendments, outlines the requirements for processing amendments as follows:

#### **20.48.020 Who may initiate.**

A. Amendments may be initiated by:

1. The City Council;
2. The City Manager;
3. The Planning Commission;
4. The Zoning Administrator;
5. Any person requesting amendment to the text of this Code;
6. Any property owner or contract purchaser or authorized agent requesting a rezone of his property; or
7. Any property owner(s) requesting annexation to the City.

#### **20.48.030 Procedure.**

C. The City Council is responsible for the approval or denial of a rezone or text amendment. When considering a rezone request or a text amendment, the City Council will act on the request at a public meeting upon the hearing record of the initial reviewing body.

#### **20.48.045 Review criteria prezones, area wide rezones and text amendments.**

The decision on a prezone, area wide rezone, or text amendment shall be based on a legislative finding upon whether or not the proposal is consistent with and implements the Walla Walla Comprehensive Plan.

#### **20.48.050 Record of amendments.**

All amendments to the zone code will be recorded and indexed in the Development Services Department according to Section 20.14.100 of this code.

5. The proposed code amendments are supported by the City of Walla Walla Comprehensive Plan as identified in the conclusion section of this staff report as required by RCW 36.70A.130(1)(d), which reads in part: "Any amendment of or revision to development regulations shall be consistent with and implement the comprehensive plan."

6. The Planning Commission reviewed the draft code amendments at the meeting on September 13, 2021.
7. A Determination of Non-Significance (DNS) was issued on October 13, 2021.
8. Pursuant to RCW 36.70A.106, the proposed zoning code amendments were sent to the Washington State Department of Commerce as required for the 60-day review on October 13, 2021. The acknowledgement letter was received from the State of Washington on October 14, 2021.
9. The Planning Commission is scheduled to conduct a Public Hearing on November 1, 2021.

#### **IV. CONCLUSIONS OF LAW:**

1. Pursuant to Walla Walla Municipal Code Chapter 20.48 the following applies:

##### **20.48.020 Who may initiate.**

A. Amendments may be initiated by:

1. The City Council;
2. The City Manager;
3. The Planning Commission;
4. The Zoning Administrator;
5. Any person requesting amendment to the text of this Code;
6. Any property owner or contract purchaser or authorized agent requesting a rezone of his property; or
7. Any property owner(s) requesting annexation to the City.

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The decision on a prezone, area wide rezone, or text amendment shall be based on a legislative finding upon whether or not the proposal is consistent with and implements the Walla Walla Comprehensive Plan.

##### **20.48.050 Record of amendments.**

All amendments to the zone code will be recorded and indexed in the development services department according to Section 20.14.100 of the Walla Walla Municipal Code.

##### **Staff Analysis:**

##### **1. Procedural Elements-**

The proposed code amendments were initiated by the Development Services Department (Zoning Administrator) to revise and update sections of the code to make clarifications, and to make minor policy changes.

The review by the Planning Commission was conducted at a work session during the meeting of September 13, 2021.

A public hearing notice for the Planning Commission Public Hearing on November 1, 2021, was published in the Union Bulletin on October 17, 2021 and posted on the City's website on October 13, 2021. The Planning Commission shall conduct a Public Hearing and make a recommendation to the City Council.

The review criterion for a zoning code text amendment is that the amendments are consistent with and implement the Walla Walla Comprehensive Plan – Walla Walla 2040. Staff will outline how the proposed code amendments are consistent below in the next conclusion analysis.

*Staff finds that the proposed code amendments meet the requirements of WWMC 20.48 based on the staff analysis.*

2. The proposed code amendments are supported by the Walla Walla Comprehensive Plan – Walla Walla 2040 Goals and Policies, as follows:

**Community Character Policy 1.1** – Use the land use code and design guidelines to ensure that new development reinforces and is guided by the character of existing land use patterns and the architectural attributes of the applicable character areas.

**Community Character Policy 4.1** - Carefully protect and enhance Downtown's visual character, the most important single aspect of the city's identity, through historic preservation activities, complementary infill development, and sensitively designed public works.

**Land Use Policy 1.4** – Review new development proposals to ensure they support the objectives of the Comprehensive Plan such as land use, transportation, community character, historic preservation, and sustainability.

**Land Use Policy 4.4** - Ensure that new subdivisions and housing development retains natural qualities including topography, natural features, and native vegetation to minimize impacts to the surrounding ecosystem. Retaining or restoring riparian woody vegetation should be a priority.

**Housing Goal 1** - A broad range of housing choices is available to meet the needs of people of diverse socioeconomic status, household type, and age.

**Housing Policy 1.1** - Provide an array of housing choices such as apartments, small lot single-family housing, accessory dwelling units, townhomes, manufactured homes, and cottages to meet the needs of people of all incomes throughout their lifespan.

**Economic Development Goal 4** - Walla Walla has a supportive environment for entrepreneurial opportunities and startup businesses.

**Economic Development Policy 5.1** – Regularly review development regulations, evaluate the impact of regulations, and the needs of local businesses.

**Environment and Natural Resources Policy 1.6** - Preserve and protect healthy mature trees in the community to the greatest extent possible, and promptly plant replacements when they cannot be saved.

**Transportation Policy 1.3** - Provide facilities for all modes of transportation.

Staff Analysis:

Staff reviewed the existing Municipal Code for inconsistencies, lack of clarity, out of date sections, and places where existing code was out of alignment with the Walla Walla Comprehensive Plan – Walla Walla 2040 or with state or federal requirements. The reasons for changes are outlined in the table below.

**Title 19 Amendments**

Amendments in Title 19, Subdivisions include the following:

19.30.060 Private Lane Standards and Restrictions	Clarifies the circumstances in which private lanes are permitted and clarifies their development standards
19.32 Public Facility Requirements	Adds language that addresses tree species diversity in street trees and clarifies the maintenance of alternative streetlight assemblies
19.40.020 Required Information	Adds the requirement to show well locations within 100 feet of project area and tree planting plans

**Title 20 Amendments**

Amendments in Title 20, Zoning includes the following:

20.34 Development Agreements	New chapter that adds a process for reviewing and processing development agreement applications.
20.02.080 Annexations	Simplifies the annexation process by accepting annexations petitions once a year rather than twice a year.
20.06.030 Definitions	Adds the following definitions in response to new requirements from Washington State House Bill (HB) 1220: affordable housing, emergency housing, emergency shelter, extremely low-income household, low-income household, moderate-income household, transitional housing, and very low-income household.
20.30 Level VI Review	Removes section 20.30.040 from this location and places it in Chapter 20.48 Amendments, thereby putting all sections related to amendments in the same code section.
20.48 Amendments	Adds section 20.30.040 to this chapter and the addition of a docketing section to be consistent with state statute requirements.
20.50.020 RN Neighborhood Residential	Removal of the term “neighborhood characteristic”, which can be difficult to interpret or define or is inconsistently defined or interpreted.
20.100.040 Table of Permitted Land Uses	Revisions of the terms emergency housing/ shelter, shelters, and temporary housing – emergency, to reflect new requirements from HB 1220. Also adds transitional housing to reflect new requirements of HB 1220.

20.118.030 Accessory Dwelling Units	Removes the terminology of “single family neighborhood” to reflect our current land use zones, which do not include exclusively single-family zones.
20.134.070 Storage – Residential	Amendments to outside storage regulations that addresses corner lots, which were previously not addressed in this code section.
20.172 Wineries, Breweries, and Distilleries	Codifies the updates per the interim distillery ordinance that passed on June 26, 2021.
20.212.060 Nonconforming Situations	Makes subsection C.3 its own section and moves it to a more appropriate place, out of section C, which addresses work that requires Level III review.

The Growth Management Act (GMA) RCW 36.70A.020 goals that apply to the proposed Municipal Code Text Amendments:

**Goal 1 Urban Growth.** Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.

**Goal 4 Housing.** Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.

**Goal 5 Economic development.** Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.

**Goal 7 Permits.** Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.

**Goal 11 Citizen Participation.** Citizen participation and coordination. Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.

The public hearing notice was posted on October 13, 2021, and published on October 17, 2021, advertising the Planning Commission's public hearing and soliciting comments from the public.

The intent is to take this input and feedback and bring forth the proposed amendments in this legislative process. Staff concludes that the proposed text amendments will implement the goals and policies of the City of Walla Walla Comprehensive Plan 2040.

## V. **STAFF RECOMMENDATION**

Staff recommends that the Planning Commission recommends approval to the Walla Walla City Council for the Walla Walla Municipal Code Text Amendments to Titles 19 and 20.

**VI. EXHIBITS**

- |   |                  |
|---|------------------|
| 1. Application  | October 11, 2021 |
| 2. Proposed Text Amendments; Titles 19, and 20                      |                  |
| 3. SEPA Checklist   | October 11, 2021 |
| 4. Notice of Application/Notice of Public Hearing                   | October 13, 2021 |
| 5. SEPA Determination of Non-Significance (DNS)                     | October 13, 2021 |
| 6. WA Department of Commerce Notification                           | October 13, 2021 |
| 7. WA Department of Commerce Acknowledgement Letter                 | October 14, 2021 |
| 8. Notice of Application and Notice of Public Hearing Certification | October 22, 2021 |





ar-4447

Pgs. 125-134

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** Landfill Rates Update

**Submitted For:** Leah Rohan, Public Works Department, Engineering Capital Programs

**Project No:**

N/A

**Financial Comments:**

Recommendation is for the following changes:

- Roughly doubling the rate for tractor and heavy equipment tires to better match market rates.
- Reducing the vehicle weighing rate from \$46.30 to \$10.30 (2022 rate).
- Adding new retail and wholesale rates for unscreened compost.
- Establishing a bulk per ton tire disposal rate for tire loads of 20 or more tires.

**All Contracts:**

Not Applicable

**Federally funded contracts only:**

Not Applicable

**Construction contracts only:**

Not Applicable

**Brief Summary of Requested Action:**

Adoption of new/modified Landfill rates for 2022-2023

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**Information**

**HISTORY:**

This action addresses two customer requests:

1. Adds retail and wholesale rates for unscreened compost; and
2. Lowers the general weighing fee, which is often used by military personnel in-transit to/from Walla Walla.

The third item addresses costs for large tire loads for consistency with other disposal facilities in eastern Washington.

Discussed/reviewed with Council at the December 13, 2021, Work Session.

The current Landfill rates were adopted by Council on December 20, 2017 (Ord.2017-52). These rates became effective in 2018 and extend through 2023.

These modifications include:

- Reducing the weighing fee – The new two-scale in/out system has a much higher

throughput capacity than the old single in/out scale, which supports lowering the cost.

- New rates for unscreened compost – The landfill does not currently have a rate for unscreened compost, however customers have requested the product. Unscreened compost costs less to produce than screened compost, therefore a lower rate for the unscreened compost is proposed.
- New tonnage rate for large tires and loads of tires (20 or more), with and without rims – Tire disposal is often subsidized by other rates to discourage improper disposal. However, the low cost/lack of a bulk rate has resulted in truckloads of tires being brought to the landfill for disposal from businesses, such as junkyards, rather than through direct contract with a tire recycler.

## **POLICY ISSUES:**

The role of policy in setting rates for Landfill includes the following considerations:

- Setting rates based on cost of service; and/or
- Setting rates to encourage or discourage certain behaviors (illegal dumping, etc.).

RCW 70A.205.160 requires seventy-five days' notice to solid waste collection companies of any change in tipping fees and disposal rate schedules.

## **PLAN COMPLIANCE:**

COMPREHENSIVE PLAN:

CFU Policy 4.1 Support recycling of municipal and household waste as part of the City's commitment to sustainability.

CFU Policy 5.3 Anticipate and control demand for services to ensure that the City can maintain an appropriate level of service within its financial resources while serving new growth.

SOLID WASTE MANAGEMENT PLAN:

1. Manage solid wastes in a cost-effective manner that promotes, in order of priority: waste reduction, reuse, and recycling, with source separation of recyclables as the preferred method.

3. Maintain the solid waste infrastructure and programs to meet or exceed the Minimum Functional Standards for Solid Waste Handling, contained in Chapter 70.95 RCW and the Plan goals and objectives.

- Minimize impact of solid waste handling and disposal on the physical environment of the County.

Reduce the occurrence and environmental effects associated with illegal dumping

7. Enhance and improve the overall efficiency of waste collection and disposal of solid waste.

- Continue to evaluate tipping fees as related to the true cost of operations including closure and post closure costs associated with the Sudbury Regional Landfill.

## **ALTERNATIVES:**

Council may choose not to adopt the proposed rate changes and/or direct staff to make specific modifications.

## **STAFF RECOMMENDATION:**

Staff recommends Council approve the ordinance for modified Landfill rates.

**CITY MANAGER COMMENTS:**

Approved for City Council action.

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**Attachments**

Ord 2021-47

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ORDINANCE NO. 2021-47

AN ORDINANCE ESTABLISHING VARIOUS LANDFILL RATES, CHARGES, AND PENALTIES FOR THE CITY OF WALLA WALLA

WHEREAS, the City of Walla Walla was established in 1862 by an act of the Legislative Assembly of the Territory of Washington and passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, RCW 35A.21.150 authorizes the City to provide sanitation services in accordance with ch. 35.67 RCW; and

WHEREAS, RCW 35A.80.010 authorizes the City to provide utility services in accordance with Ch. 35.92 RCW; and

WHEREAS, RCW 35.67.020 authorizes the City to charge for provided sanitation (a/k/a refuse collection and disposal) services; and

WHEREAS, RCW 35.92.020 authorizes the City to charge for providing solid waste handling which includes recycling; and

WHEREAS, the Walla Walla City Council passed City Ordinance 2017-52 establishing landfill rates, charges, and penalties for the period from January 1, 2018 through December 31, 2023; and

WHEREAS, the Walla Walla City Council has determined that rate and charges addressed herein should be modified, and

WHEREAS, the Walla Walla City Council has considered adoption of this ordinance during a regularly and duly called public meeting of said Council, has given careful review and consideration to said ordinance, and finds said ordinance to be in the best interests of the City of Walla Walla,

**NOW THEREFORE, the City Council of the City of Walla Walla do ordain as follows:**

***Section 1:*** The following landfill rates, charges, credits, and penalties are hereby established and collectively referred to herein as rates. The 2022 rates listed below for everything other than tire disposal shall become effective on January 1, 2022 and replace the 2021 rates established by City Ordinance 2017-52 (Dec. 20, 2017). The 2022 rates listed below for tire disposal shall become effective on March 1, 2022 and replace the 2022 rates for tire disposal established by City Ordinance 2017-52 (Dec. 20, 2017). The 2023 rates listed below shall become effective on January 1, 2023 and replace the 2022 rates, and the 2023 rates shall remain in effect until modified or changed by ordinance. (Changes from the rates established by City Ordinance 2017-52 (Dec. 20, 2017) are bolded and italicized below).

Description	2022 rate in dollars	2023 rate in dollars
LANDFILL		
Regular disposal charge for loads less than (<) 300 lbs	14.90	15.40
Regular disposal charge per ton for loads greater than or equal (≥) to 300 lbs	99.20	102.20
Tires – Passenger car, SUV, pick-up truck without rim per each <i>tire</i> (for loads less than (<) 20 tires)	6.80	7.00
Tires – Passenger car, SUV, pick-up truck with rim per each <i>tire</i> (for loads less than (<) 20 tires)	10.20	10.50
<b><i>Bulk tires – Passenger car, SUV, pick-up truck with or without rim per ton (for loads greater than or equal to (≥) 20 tires)</i></b>	<b>226.60</b>	<b>233.40</b>
Tires – Tractor and heavy equipment <b><i>with or</i></b> without rim per ton	<b>226.60</b>	<b>233.40</b>
Solid Waste Assistance Charge (10 minute increments)	18.90	19.50
Asbestos – per ton	250.00	250.00
Biomedical waste – per pound	0.13	0.13
Biomedical waste surcharge – per ton	250.00	250.00
Inert Waste (Cement, asphalt, concrete, soil, or rock) – per ton	78.00	78.00
Tainted soil – per ton	99.20	102.20

Computer hardware and televisions	46.40	47.80
Fee for appliances with refrigerant or compressors (in addition to solid waste tonnage)	59.40	61.20
Uncovered loads	22.70	23.40
Weighing fee (per vehicle)	<b>10.00</b>	<b>10.60</b>
Opening landfill – hourly (or any portion thereof) (2 hour minimum)	185.40	191.00
Self-Haul Yard waste – per ton	94.10	96.90
Municipal Yard waste – per ton	67.10	69.10
PRODUCT PRICES		
Retail Compost – per cubic yard	28.30	29.20
Wholesale Compost – per cubic yard	17.00	17.60
<b><i>Unscreened Retail Compost - per cubic yard</i></b>	<b>22.60</b>	<b>23.30</b>
<b><i>Unscreened Wholesale Compost - per cubic yard</i></b>	<b>13.20</b>	<b>14.00</b>
50/50 compost/dirt – per cubic yard	20.60	21.30
Fill dirt – per cubic yard	13.00	13.40

**Section 2:** This ordinance is referred to in the Walla Walla Municipal Code as the City's landfill rate ordinance.

**Section 3:** The rates and charges herein established are not exclusive and shall apply in addition to any other rates and charges which may apply.

**Section 4:** The City Clerk is authorized and directed to publish a summary hereof in accordance with Revised Code of Washington §§ 35A.13.200 and 35A.12.160 and give notice as required by Revised Code of Washington § 70.95.212.

**Section 5:** If any part of this ordinance is for any reason declared or held to be invalid or unconstitutional by any court of competent jurisdiction, such part shall be deemed a separate and distinct and independent provision and such holding shall not affect the validity of the remaining parts hereof.

**PASSED** by a majority of the whole membership of the City Council of the City of Walla Walla, Washington, on December 15, 2021.

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Mayor

Attest:

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City Clerk

Approved as to form:

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City Attorney

## **SUMMARY OF ORDINANCE NO. 2021-47**

### **AN ORDINANCE ESTABLISHING VARIOUS LANDFILL RATES, CHARGES, AND PENALTIES FOR THE CITY OF WALLA WALLA**

The Walla Walla City Council passed an ordinance at its December 15, 2021 regular meeting which amends the city's landfill rates. Notice is hereby given that the ordinance increases rates as follows:

The 2022 rates listed below for everything other than tire disposal shall become effective on January 1, 2022 and replace the 2021 rates established by City Ordinance 2017-52 (Dec. 20, 2017). The 2022 rates listed below for tire disposal shall become effective on March 1, 2022 and replace the 2022 rates for tire disposal established by City Ordinance 2017-52 (Dec. 20, 2017). The 2023 rates listed below shall become effective on January 1, 2023 and replace the 2022 rates, and the 2023 rates shall remain in effect until modified or changed by ordinance.

Description	2022 rate in dollars	2023 rate in dollars
LANDFILL		
Regular disposal charge for loads less than (<) 300 lbs	14.90	15.40
Regular disposal charge per ton for loads greater than or equal (≥) to 300 lbs	99.20	102.20
Tires – Passenger car, SUV, pick-up truck without rim per each tire (for loads less than (<) 20 tires)	6.80	7.00
Tires – Passenger car, SUV, pick-up truck with rim per each tire (for loads less than (<) 20 tires)	10.20	10.50
Bulk tires – Passenger car, SUV, pick-up truck with or without rim per ton (for loads greater than or equal to (≥) 20 tires)	226.60	233.40



Tires – Tractor and heavy equipment with or without rim per ton	226.60	233.40
Solid Waste Assistance Charge (10 minute increments)	18.90	19.50
Asbestos – per ton	250.00	250.00
Biomedical waste – per pound	0.13	0.13
Biomedical waste surcharge – per ton	250.00	250.00
Inert Waste (Cement, asphalt, concrete, soil, or rock) – per ton	78.00	78.00
Tainted soil – per ton	99.20	102.20
Computer hardware and televisions	46.40	47.80
Fee for appliances with refrigerant or compressors (in addition to solid waste tonnage)	59.40	61.20
Uncovered loads	22.70	23.40
Weighing fee (per vehicle)	10.00	10.60
Opening landfill – hourly (or any portion thereof) (2 hour minimum)	185.40	191.00
Self-Haul Yard waste – per ton	94.10	96.90
Municipal Yard waste – per ton	67.10	69.10
PRODUCT PRICES		
Retail Compost – per cubic yard	28.30	29.20
Wholesale Compost – per cubic yard	17.00	17.60
Unscreened Retail Compost - per cubic yard	22.60	23.30

Unscreened Wholesale Compost - per cubic yard	13.20	14.00
Wholesale Compost – per cubic yard	13.20	14.00
50/50 compost/dirt – per cubic yard	20.60	21.30
Fill dirt – per cubic yard	13.00	13.40

The full text of the ordinance will be mailed upon request made to the Walla Walla City Clerk at Walla Walla City Hall, 15 N. Third Ave., Walla Walla, WA 99362.

Summary approved as to form

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City Attorney



ar-4467

Pgs. 135-139

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Item Title:** Presentation and Discussion regarding the American Rescue Plan Act Funding

**Submitted For:** Jean Teasdale, Finance Department

**Financial Comments:**

Requesting guidance on potential future projects funded under the American Rescue Plan Act.

**All Contracts:**

Not Applicable

**Federally funded contracts only:**

Not Applicable

**Construction contracts only:**

Not Applicable

**Brief Summary of Requested Action:**

Approval of projects under ARPA funding

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**Information**

**HISTORY:**

The Council Work Session on December 13, 2021 provided a presentation and discussion on the funding that was awarded to the City of Walla under the American Rescue Plan Act of 2021 (ARPA) and three potential projects for funding. Guidelines for the use of the funding are being modified frequently and as a result, the City needs to have flexibility in determining which projects to support under the funding.

General guidance from the U.S. Department of the Treasury includes the following allowable expenditures:

1. Respond to public health emergency or its negative impacts;
2. Respond to workers performing essential work during the COVID-19 public health emergency;
3. Provide for government services to the extent of the reduction in revenue due to COVID-19;
4. Make necessary investments in water, sewer, or broadband infrastructure.

In addition, there are several expenditures that are not allowable under the ARPA funding including:

1. Expenditures prior to March 3, 2021;
2. Payment of debt;
3. Payment of settlements or judgments;
4. Deposits to Pension Funds;

5. Offsets to reductions in tax revenue due to change in law or regulation;
6. Infrastructure projects outside of water, sewer, and broadband;
7. Set-asides for governmental reserve or rainy-day fund.

Of the \$65.1 billion allocated to cities and non-county municipalities, the City of Walla Walla will receive \$9,974,964 in two payments of \$4,987,482 each. The first payment was received in May and the second payment will be in 2022. The deadline to commit the funds is December 31, 2024 and the deadline to spend the funds is December 31, 2026.

The City has prepared an initial list of immediate needs that could be addressed using the ARPA funding and the recovery of lost revenues. The initial list was discussed with the Finance Committee on June 14<sup>th</sup> and was presented to the full Council on June 21, 2021.

This list includes: 1) lost revenue recovery of \$2,314,377, 2) three police officer positions and one parking enforcement position in the Police Department for \$500,000, 3) one-half the cost of a fire engine for \$322,430, 4) ambulance equipment for \$250,000, 5) improvements to the Senior Center Parking Lot for \$350,000, 6) Heritage Park Rebuild for \$1,600,000, 7) 1<sup>st</sup> Street Plaza for \$850,000, and Sportsplex enhancements for \$950,000. This Council Work Session is to start the conversation to finalize a second list for funding in fiscal year 2022 as part of the second ARPA payment. It is possible the federal guidelines might change and the City should be flexible in establishing the final list to allow for funding opportunities that may arise over the next several years.

The projects proposed for ARPA funding include the following: 1) aid to non-profits which are necessary due to the COVID-19 Pandemic in the amount of \$150,000, 2) Police equipment consisting of radios to replace aging equipment, a 3-D laser for reviewing crime scenes, replacement of service Glockes, and a tactical drone. The total estimated cost of the equipment is \$ 253,000 and 3) replacement of park playground equipment in Lion's Gate Park for \$250,000.

### **POLICY ISSUES:**

Because the ARPA funding is a federal grant, the City has to adhere to the restrictions and requirements of the U.S. Department of the Treasury.

### **PLAN COMPLIANCE:**

The ARPA funding addresses all five strategies from the Strategic Plan.

Strategic Initiative 1 – Short-term: Foster and commit to a program to improve leadership skills and organizational development;

Strategic Initiative 2 – Long-term: Fix and Improve the City's Infrastructure;

Strategic Initiative 3 – Mid-term: Develop a strategic communications plan;

Strategic Initiative 4 – Long-term: Encourage Economic development to strengthen the community;

Strategic Initiative 5 – Mid-term: Achieve organizational and city resiliency.

### **ALTERNATIVES:**

The Council could choose to not accept the funding or to allocate the grant funding on something else.

### **STAFF RECOMMENDATION:**

Approve the use of ARPA fund to support 1) aid to non-profits which are necessary due to the COVID-19 Pandemic in the amount of \$150,000, 2) Police equipment consisting of radios to replace aging equipment, a 3-D laser for reviewing crime scenes, replacement of service Glockes, and a tactical drone at an estimated cost \$ 253,000 and 3) replacement of park playground equipment in Lion's Gate Park for \$250,000.

**CITY MANAGER COMMENTS:**

Approved for City Council action.

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**Attachments**

RES 21-XX AR4467 ARPA funding

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**RESOLUTION NO. 2021-**

**A RESOLUTION AUTHORIZING USES OF AMERICAN RESCUE PLAN ACT FUNDING AND TAKING OTHER NECESSARY ACTION WITH RESPECT TO SUCH GRANT PROGRAM**

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, RCW 35A.11.020 provides in pertinent part that “[t]he legislative body of each code city shall have all powers possible for a city or town to have under the Constitution of this state, and not specifically denied to code cities by law;” and

WHEREAS, Walla Walla has “all of the powers which any city of any class may have and shall be governed in matters of state concern by statutes applicable to such cities in connection with such powers to the extent to which such laws are appropriate and are not in conflict with the provisions specifically applicable to code cities” pursuant to RCW 35A.21.160; and

WHEREAS, RCW 35A.11.040 authorizes the Walla Walla City Council to “accept any gift or grant for any public purpose and may carry out any conditions of such gift or grant when not in conflict with state or federal law;” and

WHEREAS, section 35.21.735 of the Revised Code of Washington declares that “carrying out the purposes of federal grants or programs is both a public purpose and an appropriate function for a city, town, county, or public corporation” and authorizes entry into agreements to receive and expend grant funds; and

WHEREAS, the City of Walla Walla has received grant funding through the American Rescue Plan Act of 2021; and

WHEREAS, such funding may used for grant eligible activities; and

WHEREAS, the Walla Walla City Council passed City Resolutions 2021-63 and 2021-96 on June 23, 2021 approving a certain use of such grant funding; and

WHEREAS, the Walla Walla City Council by motion approved certain uses of such grant funding on June 23, 2021; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said program careful review and consideration, and finds that participation in the program is an appropriate function for the city and that the best interests of the City of Walla Walla will be served by participation in the program and cooperative allocation of grant funding;

**NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:**

***Section 1:*** In addition to the uses approved by resolution and motion on June 23,

2021, the Walla Walla City Council hereby approves the use of grant funding received through the American Rescue Plan Act of 2021 for the following purposes:

1. Aid to non-profits which are necessary due to the COVID-19 Pandemic in an amount not to exceed \$150,000;
2. Acquisition of needed police equipment in an amount not to exceed \$253,000; and
3. Replacement of playground equipment in Lion's Gate Park in an amount not to exceed \$250,000.

**Section 2:** The approval of uses by Section 1 herein is conditioned upon those uses being grant eligible under the American Rescue Plan Act of 2021.

**PASSED** by the City Council of the City of Walla Walla, Washington, December 15, 2021.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
City Attorney



ar-4471

**Pgs. 140-149**

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Submitted For:** City Council, City Council

**Add'l Contributors:**

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**Information**

**ITEM TITLE:**

Resolution No. 2021-166: Authorizes an amendment to the employment agreement with City Manager Nabel Shawa; and

Resolution No. 2021-167: Authorizes an amendment to the employment agreement with City Attorney Tim Donaldson.

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**Attachments**

Res 2021-166

CityMgr Shawa

Res 2021-167

CityAtty Donaldson

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**RESOLUTION NO. 2021-166**

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE EMPLOYMENT AGREEMENT BETWEEN THE CITY OF WALLA WALLA AND NABIEL SHAWA, AND TAKING OTHER ACTION RELATED THERETO

WHEREAS, the City of Walla Walla passed City Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, RCW 35A.13.050 provides that the City Council shall choose a City Manager on the basis of his or her executive and administrative qualifications; and

WHEREAS, the Walla Walla City Council passed City Resolution 2009-95 on September 9, 2009 appointing Nabel Shawa as City Manager and authorizing execution of an employment agreement; and

WHEREAS, section 13 of the employment agreement provides that the City Council shall annually evaluate the performance of the City Manager and may adjust his compensation package; and

WHEREAS, the Walla Walla City Council desires to adjust the compensation package of said employee and update the employment agreement, and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given this matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution,

**NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:**

**Section 1:** The terms of addendum #8 to an employment agreement between the City of Walla Walla and Nabel Shawa are hereby accepted on behalf of the City of Walla Walla, and the Mayor of the City of Walla Walla is hereby authorized, empowered and directed to execute said addendum on behalf of the City of Walla Walla.

**Section 2:** The City Clerk is hereby authorized and directed to attest the addendum approved by section 1 herein and to attach to each duplicate thereof a copy of this Resolution.

**PASSED** by the City Council of the City of Walla Walla, Washington, December 15, 2019.

\_\_\_\_\_  
Mayor

Attest:

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City Clerk

Approved as to form:

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City Attorney

## ADDENDUM #8 TO EMPLOYMENT AGREEMENT

THIS ADDENDUM made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between the CITY OF WALLA WALLA, State of Washington, a municipal corporation, hereinafter called the “City,” as party of the first part, and Nabel Shawa, hereinafter called “Employee,” as party of the second part, both of whom understand as follows:

### WITNESSETH:

WHEREAS, the City and Employee made an employment agreement dated August 29, 2009; and

WHEREAS, the City and Employee amended the employment agreement by addenda dated December 15, 2010, March 14, 2013, January 8, 2014, January 14, 2015, December 17, 2015, August 10, 2016, and December 4, 2019.

WHEREAS, the parties desire to amend that employment agreement; and

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED, THE PARTIES HERETO AGREE AS FOLLOWS:

1. Section 4 of the August 29, 2009 Employment Agreement is amended effective January 1, 2022 and replaced in its entirety as follows:

#### SECTION 4 - SALARY:

The City agrees to pay Employee for his services rendered pursuant hereto an annual base salary of ONE HUNDRED EIGHTY-SEVEN THOUSAND ONE HUNDRED AND SIXTEEN DOLLARS (\$187,116.00) payable in equal monthly

installments at the same time as other employees of the City are paid.

The annual base salary of the Employee shall be increased by TWO PERCENT (2%) on January 1, 2023, and TWO PERCENT (2%) on January 1, 2024.

2. All other provisions of the August 29, 2009 Employment Agreement, as amended by paragraph 2 of the August 10, 2016 addendum and paragraphs 2 and 3 of the December 4, 2019 addendum, shall remain in full force and effect.

IN WITNESS WHEREOF, the CITY OF WALLA WALLA has caused this agreement to be signed and executed on its behalf by its Mayor, duly attested by the City Clerk, and the Employee has signed and executed this agreement.

Date \_\_\_\_\_

\_\_\_\_\_  
Nabiel Shawa

Date \_\_\_\_\_

CITY OF WALLA WALLA, a municipal Corporation

By \_\_\_\_\_  
Tom Scribner, Mayor

Attest:

\_\_\_\_\_  
Kammy Hill, City Clerk

**RESOLUTION NO. 2021-167**

A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY CLERK OF THE CITY OF WALLA WALLA TO EXECUTE AN AMENDMENT TO THE EMPLOYMENT AGREEMENT WITH TIM DONALDSON

WHEREAS, the City of Walla Walla passed City Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, RCW 35A.13.090 provides that the City Council shall make provision for obtaining legal services for the city and may do so by any reasonable contractual arrangement; and

WHEREAS, the City of Walla Walla authorized execution of a contract with Tim Donaldson by Walla Walla Municipal Resolution 96-15 (3/13/1996) to become full time City Attorney for the City of Walla Walla; and

WHEREAS, the employment agreement was amended in 2011 in accordance with Walla Walla Municipal Resolution 2011-104 (12/21/2011); and

WHEREAS, section 12 of said amended agreement provides that the performance of said employee will be evaluated at least annually and his compensation package may be adjusted; and

WHEREAS, the Walla Walla City Council desires to adjust the compensation package of said employee and update the employment agreement, and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by the passage of this resolution,

**NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:**

***Section 1:*** The terms of a "2021 Addendum to the Employment Agreement Between the City of Walla Walla and Tim Donaldson dated December 21, 2011" are hereby accepted on behalf of the City of Walla Walla, and the Mayor of the City of Walla Walla is hereby authorized, empowered and directed to execute said addendum on behalf of the City of Walla Walla.

***Section 2:*** The City Clerk is hereby authorized and directed to attest said agreement and to attach to each duplicate thereof a copy of this Resolution.

**PASSED** by the City Council of the City of Walla Walla, Washington, December 15, 2021.

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Mayor

Attest:

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City Clerk

Approved as to form:

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City Attorney

2021 ADDENDUM TO THE EMPLOYMENT AGREEMENT BETWEEN THE CITY  
OF WALLA WALLA AND TIM DONALDSON DATED DECEMBER 21, 2011

THIS ADDENDUM made and entered into this \_\_\_\_ day of \_\_\_\_\_,  
2021, by and between the CITY OF WALLA WALLA, State of Washington, a municipal  
corporation, hereinafter called the “City,” as party of the first part, and Tim Donaldson,  
hereinafter called “Employee,” as party of the second part, both of whom understand as  
follows:

W I T N E S S E T H :

WHEREAS, the City and Employee made an employment agreement dated  
December 21, 2011; and

WHEREAS, the City and Employee made an amendment to the employment  
agreement dated January 14, 2015; and

WHEREAS, the City and Employee made an amendment to the employment  
agreement dated August 10, 2016; and

WHEREAS, the City and Employee made an amendment to the employment  
agreement dated December 4, 2019; and

WHEREAS, the parties desire to amend that employment agreement; and

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL  
COVENANTS HEREIN CONTAINED, THE PARTIES HERETO AGREE AS  
FOLLOWS:

1. Section 4 of the December 11, 2011 Employment Agreement is amended  
effective January 1, 2022 and replaced in its entirety as follows:

SECTION 4 - SALARY:

The City agrees to pay Employee for his services rendered pursuant hereto an annual base salary of ONE HUNDRED FIFTY-SEVEN THOUSAND SIX HUNDRED AND SIXTY-TWO DOLLARS (\$157,662.00) payable in equal monthly installments at the same time as other employees of the City are paid.

The annual base salary of the Employee shall be increased by TWO PERCENT (2%) on January 1, 2023, and TWO PERCENT (2%) on January 1, 2024.

3. All other provisions of the December 11, 2011 Employment Agreement, as amended by paragraph B of the January 14, 2015 addendum, paragraph 3 of the August 10, 2016 addendum, and paragraph 1 of the December 24, 2019 addendum, shall remain in full force and effect.

IN WITNESS WHEREOF, the CITY OF WALLA WALLA has caused this agreement to be signed and executed on its behalf by its Mayor, duly attested by the City Clerk, and the Employee has signed and executed this agreement.

Date \_\_\_\_\_

\_\_\_\_\_  
Tim Donaldson

Date \_\_\_\_\_

CITY OF WALLA WALLA, a municipal Corporation



By \_\_\_\_\_  
Tom Scribner, Mayor

Attest:

\_\_\_\_\_  
Kammy Hill, City Clerk



ar-4473

**Pgs. 150-152**

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Submitted For:** Kammy Hill, Support Services

**Add'l Contributors:**

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**Information**

**ITEM TITLE:**

Approval of minutes of the retreat held November 20, 2021. (Councilmember Riley Clubb absent and to abstain)

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**Attachments**

11-20-2021 Minutes

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**WALLA WALLA CITY COUNCIL**  
**Retreat Minutes**  
**November 20, 2021**

**1. CALL TO ORDER**

Mayor Scribner called the meeting to order at 10:00 a.m.

Present: Councilmembers Yazmin Bahena, Myron Huie, Ted Koehler, Steve Moss, Susan Nakonieczny, and Mayor Tom Scribner.

Absent: Councilmember Riley Clubb.

City staff in attendance: City Manager Nabel Shawa, Deputy City Manager Elizabeth Chamberlain, Finance Director Jean Teasdale, Technology Services Director Chris Owen, Human Resources Director Pam Taylor, Deputy Fire Chief Johnny Knowles, Police Chief Scott Bieber, Police Captain Chris Buttice, Public Work Director Ki Bealey, Development Services Director Preston Frederickson, Library Director Erin Wells, and City Clerk Kammy Hill.

Also present: Theron Post, Executive Director of Performance Excellence Northwest.

**2. ACTIVE AGENDA**

A. Strategic Plan update.

An overview of the benefits of a strategic plan and process was reviewed. Council and staff broke out into four groups to brainstorm and develop strategic outcomes. A lunch break was taken from 12:00 to 12:30 p.m. after which the strategic outcomes were prioritized into high level goals.

B. Proclamation discussion.

It was the consensus of a majority of Council to have staff draft a process for the issuance of proclamations for discussion at the next Council retreat.

C. Board, commission, and committee members term limits.

There was discussion on recruiting for volunteers, recognition of volunteers, and increasing the visibility of the roles of the volunteer advisory boards,

**RETREAT MINUTES**  
**NOVEMBER 20, 2021**  
**PAGE 2**

commissions, and committees. It was the consensus of a majority of Council to delay appointments to the Lodging Tax Advisory Committee and to host a volunteer recognition event during the summer of 2022.

Council asked for a listing of agenda items for upcoming meetings.

**3. OTHER BUSINESS**

No other business was discussed.

**4. ADJOURNMENT**

There being no further business, the meeting adjourned at 2:35 p.m.



ar-4474

**Pgs. 153-154**

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Submitted For:** Kammy Hill, Support Services

**Add'l Contributors:**

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**Information**

**ITEM TITLE:**

Approval of minutes of the special Work Session held November 22, 2021. (Councilmembers Riley Clubb and Myron Huie absent)

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**Attachments**

11-22-2021 Minutes

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**WALLA WALLA CITY COUNCIL**  
**Work Session Minutes**  
**November 22, 2021**

**1. CALL TO ORDER**

Mayor Scribner called the meeting to order at 4:00 p.m.

Present: Councilmembers Yazmin Bahena, Ted Koehler, Steve Moss, Susan Nakonieczny, and Mayor Tom Scribner.

Absent: Councilmembers Riley Clubb and Myron Huie.

City staff in attendance: City Manager Nabel Shawa, Deputy City Manager Elizabeth Chamberlain (virtually), and City Clerk Kammy Hill.

Also present: Representative Mark Klicker, Representative Skyler Rude (virtually), Senator Perry Dozier, and Mara Machulsky, lobbyist (virtually).

**2. ACTIVE AGENDA**

A. Review of 2022 State legislative priorities.

There was a review and discussion on the City's 2022 draft State legislative priorities.

The State legislators each provided a brief overview of the issues coming before the State legislature including the redistricting of the legislative seats.

Robert Holasch commented on the mental health issues faced by many veterans, the benefits of psilocybin, and asked that it be legalized in Walla Walla for mental health treatment.

**4. ADJOURNMENT**

There being no further business, the meeting adjourned at 4:58 p.m.



ar-4478

**Pgs.155-162**

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Submitted For:** Kammy Hill, Support Services

**Add'l Contributors:**

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**Information**

**ITEM TITLE:**

Approval of minutes of the regular meeting held December 1, 2021. (Councilmember Yazmin Bahena absent)

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**Attachments**

12-01-2021 Minutes

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**WALLA WALLA CITY COUNCIL**  
**Regular Meeting Minutes**  
**December 1, 2021**

**1. CALL TO ORDER**

Mayor Scribner called the meeting to order at 6:30 p.m.

Present: Councilmembers Riley Clubb, Myron Huie, Ted Koehler, Steve Moss, Susan Nakonieczny, and Mayor Tom Scribner.

Absent: Councilmember Yazmin Bahena.

City staff in attendance: City Manager Nabel Shaw, City Attorney Tim Donaldson, Deputy City Manager Elizabeth Chamberlain, Fire Chief Bob Yancey, Public Works Director Ki Bealey, Finance Director Jean Teasdale, Human Resources Director Pam Taylor, Library Director Erin Wells, Deputy Fire Chief Johnny Knowles, Police Captain Kevin Braman, Fleet Services Manager Matt Edwards, Accounting Supervisor Liz Moeller, and City Clerk Kammy Hill.

Also attending virtually: Chris Gonzales, FCS Group

**2. PLEDGE OF ALLEGIANCE**

**3. PUBLIC COMMENTS**

R.L. McFarland suggested sending in the streets crew to do a thorough cleaning of the neighborhood streets around Crescent and Grove Streets due to the negative impacts of the construction yard located there.

**4. CONSENT AGENDA**

Staff introduced the Consent Agenda, Items A through I, as follows:

- A. Accept resignation of Fred Miller from the Sustainability Committee.
- B. Resolution No. 2021-149 authorizing an agreement with SHKS Architects for architectural design services for the library expansion and renovation project in an amount not to exceed \$50,000.



**WALLA WALLA CITY COUNCIL MINUTES**  
**DECEMBER 1, 2021**  
**PAGE 2**

- C. Resolution No. 2021-150 authorizing a three-year contract for the purchase of chlorine from OXARC Inc., for \$40,867.50 each year.
- D. Resolution No. 2021-151 declaring items surplus and authorizing their disposal or sale.
- E. Resolution No. 2021-152 authorizing the purchase of a Zoll X-series advanced manual monitor/defibrillator for the community paramedic in the amount of \$37,841.36.
- F. Resolution No. 2021-153 adopts the 2022 State legislative priorities; and  
Resolution No. 2021-154 adopts the 2022 Federal legislative priorities.
- G. Ordinance No. 2021-37 modifying the 2021-2022 biennium budget.
- H. Resolution No. 2021-155 authorizing the rental purchasing option of a used 2017 compact crawler boom lift from PAPE Material Handling not to exceed a total purchasing cost of \$107,000.
- I. Approval of minutes of the Work Session held November 15, 2021; and the regular meeting held November 17, 2021.

Mayor Scribner invited public input. No one chose to address the City Council on any of these items.

Brief reports were provided on Items B, D, F, G, and H.

**Councilmember Moss moved to adopt Consent Agenda Items A through I. Councilmember Clubb seconded the motion. The motion unanimously carried with 6 yes votes and 0 no votes.**

**5. ACTIVE AGENDA**

- A. Ordinance No. 2021-38 adopting the six-year capital facilities plan.

Staff reported the adoption of a six-year capital facilities plan is an annual activity tied to the Growth Management Act and reviewed the notable 2022 projects.

**WALLA WALLA CITY COUNCIL MINUTES**  
**DECEMBER 1, 2021**  
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Mayor Scribner invited public input. No one chose to address the City Council on this issue.

There were comments on ensuring connectivity on Wellington Avenue for the Cookerly Drive project.

**Councilmember Moss moved to adopt Ordinance No. 2021-38.**  
**Councilmember Koehler seconded the motion. The motion unanimously carried with 6 yes votes and 0 no votes.**

- B. Ordinance No. 2021-39 approving revisions to Municipal Code Chapters 13.03, 13.04, and 13.30 pertaining to water and wastewater utilities.

Staff reported these changes are necessary to correspond with the proposed utility rate changes in Ordinance No. 2021-40. The main change is the addition of a high strength user in the wastewater utility to ensure they are paying their fair share. These high strength users are typically beverage companies, and their high strength discharge is requiring upgrades to the wastewater treatment plant.

Mayor Scribner invited public input. No one chose to address the City Council on this issue.

There was discussion on high strength users, the outreach performed by staff to these businesses, and the option of these businesses to pretreat their waste before it goes into the wastewater system.

**Councilmember Clubb moved to adopt Ordinance No. 2021-39.**  
**Councilmember Huie seconded the motion. The motion carried with 5 yes votes and 1 no vote by Councilmember Koehler.**

- C. Ordinance No. 2021-40 setting water, wastewater, and stormwater rates and fees for 2022 through 2027.

Staff reported this ordinance will raise rates to meet regulatory requirements and keep up with inflation. The cumulative increase for an average residential user is approximately \$4.00 per month in 2022.

Mayor Scribner invited public input.

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Haydn Mouat, Canoe Ridge Winery, expressed concerns with the fee increase for wineries and asked Council to postpone implementation for two months so wineries can look at other incentives and options. Pretreatment may not be a feasible option for wineries within City limits due to the odors that are emitted.

There was discussion on:

- The increase to high strength wastewater users is necessary to meet system capacity and fund needed improvements at the wastewater treatment plant.
- The impact of the rate increases on commercial and residential users, especially in 2023 when the ambulance utility fee goes into effect.
- Repealing the ambulance utility to send a message to the citizens that the ambulance utility fees will be revisited by Council.
- Capital expenses of \$13 million are needed to address the impact of the high strength users on the wastewater treatment plant.

**Councilmember Koehler moved to adopt Ordinance No. 2021-40 with the provision that Ordinance 2021-24, implementing an ambulance utility, is repealed. Councilmember Moss seconded the motion.**

Council expressed their concerns, not with the ambulance utility and services, but on the cumulative impact of increasing rates on residents.

**The motion to adopt Ordinance No. 2021-40 with the provision that Ordinance 2021-24, implementing an ambulance utility, is repealed passed with 5 yes votes and 1 no vote by Councilmember Clubb.**

- D. Resolution No. 2021-156 authorizing a five-year lease from Western State Caterpillar of a landfill compactor not to exceed an annual cost of \$115,000 and a total cost of \$575,000.

Staff reviewed the essential uses of the landfill compactor and provided a comparison of costs of rebuilt equipment versus purchasing a new unit versus leasing the equipment. This analysis is based on the City's actual data from 2014 through 2021.

Mayor Scribner invited public input. No one chose to address the City Council on this issue.

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**Councilmember Moss moved to adopt Resolution No. 2021-156.  
Councilmember Nakonieczny seconded the motion. The motion  
unanimously carried with 6 yes votes and 0 no votes.**

- E. Resolution No. 2021-157 authorizing the purchase of seven police patrol utility vehicles from Bud Clary Fort Hyundai of Longview and Emergency Responder Services (State contract) not to exceed a total purchasing cost of \$500,000.

Staff reported this is to replace the seven front line police patrol vehicles that are utilized 24 hours per day, seven days per week. Costs are estimated at 60 percent for the vehicle and 40 percent for the necessary specialized equipment. Graphs were shown depicting the optimal replacement of the frontline vehicles at four years. There was brief discussion on the costs of leasing versus purchasing.

Mayor Scribner invited public input. No one chose to address the City Council on this issue.

**Councilmember Clubb moved to adopt Resolution No. 2021-157.  
Councilmember Nakonieczny seconded the motion. The motion  
unanimously carried with 6 yes votes and 0 no votes.**

- F. Ordinance No. 2021-41 approving the AFSCME Local 1191-W contract for 2022-2023.

Staff reported on the successful negotiation of a two-year contract with AFSCME Local 1191-W. The agreement includes provisions for a 3.5 percent cost of living adjustment in 2022 and 3 percent in 2023.

Mayor Scribner invited public input. No one chose to address the City Council on this issue.

**Councilmember Koehler moved to adopt Ordinance No. 2021-41.  
Councilmember Nakonieczny seconded the motion. The motion  
unanimously carried with 6 yes votes and 0 no votes.**

- G. Ordinance No. 2021-42 adopting the 2022 salary schedule for non-represented employees with a 3.5 percent cost of living adjustment (excluding the City Manager and City Attorney).

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Staff reported adoption of this salary schedule for non-represented employees is done annually and is comparable to the adjustments negotiated with AFSCME Local 1191-W. This increase maintains internal equity and keeps the City in an advantageous position for recruitment of new employees.

Mayor Scribner invited public input. No one chose to address the City Council on this issue.

**Councilmember Moss moved to adopt Ordinance No. 2021-42.**  
**Councilmember Koehler seconded the motion. The motion unanimously carried with 6 yes votes and 0 no votes.**

**6. COUNCIL MEMBER MEETING REPORTS**

Councilmember Moss reported attendance at the Finance Committee meeting; the Valley Transit Board meeting; the Council Retreat; the special Work Session with the State legislators; the agenda setting meeting; the Work Session; the Police Chief Advisory Committee meeting; and the Community Development Block Grant committee meeting.

Councilmember Huie reported attendance at the Jim Bock radio show; the Council Retreat; and the Work Session.

Councilmember Nakonieczny reported attendance at the Valley Transit Board meeting; the Council Retreat; the special Work Session with the State legislators; the Work Session; and the ad hoc Veterans Memorial Golf transition committee meeting.

Councilmember Clubb reported attendance at the Finance Committee meeting; the 1<sup>st</sup> Avenue plaza stakeholders meeting; the Work Session; and the ad hoc Affordable Housing committee meeting.

Councilmember Koehler reported attendance at a walkabout with Mayor Scribner; the Sustainability Committee meeting; the Valley Transit Board meeting; the Valley Transit Board Executive Session; the Council Retreat; the special Work Session with the State legislators; a meeting with Parks & Recreation Director Andy Coleman; the Work Session; and the ad hoc Affordable Housing committee meeting.

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Mayor Scribner reported attendance at a walkabout with Councilmember Koehler; the Finance Committee meeting; the Council Retreat; a meeting with City Manager Shawa and City Attorney Donaldson; the agenda setting meeting; a meeting with Library Director Wells and a citizen; and the Work Session.

**7. UNFINISHED AND NEW BUSINESS**

Ordinance No. 2021-43 repealing Ordinance No. 2021-24 which established an ambulance utility, set rates and charges, and took other action related thereto.

There were comments on this proposed Ordinance, the process to repeal the action, and the importance of looking at the cumulative rate impacts on households.

**Councilmember Koehler moved to adopt Ordinance No. 2021-43. Councilmember Nakonieczny seconded the motion. The motion carried with 5 yes votes and 1 no vote by Councilmember Clubb.**

Moira Conklin, owner of the Beehive Salon, apologized for missing the public comment period and expressed concerns with the two-hour parking limit downtown. Many of their clients cannot complete their business within a two-hour period and asked for some consideration such as being able to issue temporary parking permits to their clients or the installation of parking meters. Ms. Conklin was asked to provide her contact information to the City Manager.

**8. EXECUTIVE SESSION**

Mayor Scribner announced the City Council would be recessing to Executive Session to review the performance of public employees pursuant to RCW 42.30.110(1)(g). The Executive Session will last no longer than one hour, and no further business will come before Council in open session. The meeting was recessed at 9:02 p.m.

**9. ADJOURNMENT**

**There being no further business, the meeting adjourned at 9:20 p.m.**



ar-4477

**Pgs. 163-178**

**City Council - Regular Meeting**

**Meeting Date:** 12/15/2021

**Submitted For:** Jean Teasdale, Finance Department

**Add'l Contributors:**

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**Information**

**ITEM TITLE:**

November 2021 Check Register - Checks #16414; 16416-16563; 16565-16771; 283-297  
totaling \$4,830,994.94

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**Attachments**

Nov 2021 AP

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## Check History City of Walla Walla

Checks: #16414;16416 – 16563; 16565 - 16771  
#283 - 294

Dates: 11/1/2021 – 11/30/2021  
Amount: \$4,830,994.94

I, the undersigned do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, and the claim is a just, due, and unpaid obligation against the City of Walla Walla, Washington and I am authorized to authenticate and certify to said claim.

Jean Escobedo 12/1/2021  
Finance Director



# Monthly Check Register

Check #	Date	Vendor	Description	Amount	Clear
283	11/2/2021	Washington State Department of Revenue	Unclaimed property	3,970.24	Y
284	11/3/2021	Washington State Department of Revenue	Q3 2021 Leasehold tax for parks and Golf Course	1,901.31	Y
285	11/2/2021	AWC Employee Benefits Trust	AWC Premiums for Medical/Vision - November	294,513.90	Y
286	11/3/2021	Axiamed	Merchant card services Landfill	256.03	Y
287	11/1/2021	Washington Dental Services Inc	Dental Premiums - November 2021	31,098.87	Y
288	11/2/2021	Globalpayments	Merchant card services Parks	705.74	Y
289	11/2/2021	Globalpayments	Merchant card services Development Services	1,597.66	Y
290	11/2/2021	Axiamed	Merchant card services Landfill	3,529.55	Y
291	11/2/2021	Globalpayments	Merchant card services City Hall	9,554.61	Y
292	11/2/2021	Globalpayments	Merchant card services City Hall	28,299.47	Y
293	11/18/2021	Webster Bank National Association	HSA Contribution for Aaron O'Neal	750.00	Y
294	11/30/2021	Washington State Department of Revenue	Excise and Use tax for October 2021	154,909.48	N
16414	11/2/2021	Irving M Rosenberg	Aug 2021 Indigent Defense Contract	8,662.50	Y
	11/2/2021	Irving M Rosenberg	Sep 2021 Indigent Defense Contract	8,862.50	Y
16416	11/4/2021	Barry Jaquins	LEOFF 1 Medicare 1121	123.50	Y
16417	11/4/2021	Charles Hawman	LEOFF 1 Medicare1121	121.50	Y
16418	11/4/2021	Christina Ruchert	Travel to Birmingham AL 11/06/21 thru 11/13/21	46.00	Y
16419	11/4/2021	Dennis Kralman	LEOFF 1 Medicare 1121	142.50	Y
16420	11/4/2021	Floyd E Bloom	LEOFF 1 Medicare 1121	148.50	Y
16421	11/4/2021	Fred Moore	LEOFF 1 Medicare 1121	135.50	Y
16422	11/4/2021	Gallup Inc	Employee Engagement Survey Platform Annual Fee	7,650.00	Y
16423	11/4/2021	Greg Van Donge	LEOFF 1 Medicare 1121	148.50	Y
16424	11/4/2021	Jack Pinza	LEOFF 1 Medicare 1121	124.50	Y
16425	11/4/2021	James W Irwin	LEOFF 1 Medicare 1121	148.50	Y
16426	11/4/2021	Leoff Health & Welfare Trust	LEOFF Trust Medical Premiums - PD November 2021	83,215.46	Y
	11/4/2021	Leoff Health & Welfare Trust	LEOFF Trust Medical Premiums – FD November 2021	98,939.73	Y
16427	11/4/2021	Mike Kyle	LEOFF 1 Medicare 1121	148.50	Y
16428	11/4/2021	Paul Lommasson	LEOFF 1 Medicare 1121	138.50	Y
16429	11/4/2021	Randal Wright	LEOFF 1 Medicare 1121	148.50	Y
16430	11/4/2021	Randy Allessio	LEOFF 1 Medicare 1121	146.50	Y
16431	11/4/2021	Robert Wheeler	LEOFF 1 Medicare 1121	133.50	Y
16432	11/4/2021	Ronald Sams	LEOFF 1 Medicare 1121	148.50	Y
16433	11/4/2021	Steven Slawson	LEOFF 1 Medicare1121	115.50	Y
16434	11/4/2021	Tim Gehlhausen	LEOFF 1 - Medicare 2021 1121	118.50	Y
16435	11/4/2021	Travis Goodwin	Travel to Chariton Iowa 11/06/21 thru 11/27/21	1,298.00	Y
16436	11/4/2021	Wallace Fisher	LEOFF 1 Medicare 1121	148.50	Y
16437	11/4/2021	Alterations by Irma	shorten hem on pants - Sgt. Gunner Fulmer	26.14	Y
16438	11/4/2021	Aspect Consulting, LLC	O&M for the Landfill gas and f	12,488.73	Y
16439	11/4/2021	Basin Disposal of Washington	103121FN BDI Contract Payment	49,483.18	Y
16440	11/4/2021	Best Pest Control	Pest Control - City Hall	108.90	Y
	11/4/2021	Best Pest Control	Pest Control - Carnegie	108.90	Y

	11/4/2021	Best Pest Control	Pest Control - City Shop and Maintenance Yard	147.02	Y
16441	11/4/2021	Blue Mountain Action Council	Public Services July-Sep 2021	7,000.00	Y
	11/4/2021	Blue Mountain Action Council	Commitment to Community Q3 2021	12,500.00	Y
	11/4/2021	Blue Mountain Action Council	Utility discount services	180.00	Y
16442	11/4/2021	Brett R Sargent	Wheeled Swage machine, fittings, plates for Jet Tr	2,112.66	Y
16443	11/4/2021	Cascade Natural Gas Inc	Natural Gas - 15 N 3rd	66.02	Y
16444	11/4/2021	CenturyLink	Fax line for locates	69.28	Y
	11/4/2021	CenturyLink	55 E Moore Alarm Line	44.77	Y
	11/4/2021	CenturyLink	City Hall Router	51.69	Y
	11/4/2021	CenturyLink	City Hall Router/Finance Credit Card Machine	51.69	Y
	11/4/2021	CenturyLink	Building 65B Alarm Line	73.18	Y
	11/4/2021	CenturyLink	Alarm line for the Landfill.	43.11	Y
	11/4/2021	CenturyLink	City Hall Elevator	56.91	Y
16445	11/4/2021	CenturyLink	Long Distance	2,754.43	Y
16446	11/4/2021	CenturyLink	CentruiLink CloudFax Services	229.99	Y
16447	11/4/2021	Christel Joy Johnson	Yoga Instruction	383.60	Y
16448	11/4/2021	Christian Aid Center	TBD9026 Poplar Temporary Construction Easement	1,100.00	Y
16449	11/4/2021	Chuck Fulton	LEOFF 1 Medicare 1121	134.30	Y
16450	11/4/2021	City of Walla Walla	City of WW LF#09550 10/26/21	999.51	Y
	11/4/2021	City of Walla Walla	City of WW LF#09551 10/26/21	10,826.06	Y
	11/4/2021	City of Walla Walla	City of WW LF#09554 10/26/21	213.20	Y
	11/4/2021	City of Walla Walla	City of WW LF#11586 10/26/21	56.87	Y
	11/4/2021	City of Walla Walla	City of WW LF#09549 10/26/21	24,153.98	Y
	11/4/2021	City of Walla Walla	October Sweeper Debris	4,042.82	Y
	11/4/2021	City of Walla Walla	City of WW LF#11586 11/02/21	68.84	Y
	11/4/2021	City of Walla Walla	City of WW LF#09551 11/02/21	10,926.20	Y
	11/4/2021	City of Walla Walla	City of WW LF#09550 11/02/21	1,336.60	Y
	11/4/2021	City of Walla Walla	City of WW LF#09549 11/02/21	24,856.94	Y
	11/4/2021	City of Walla Walla	Cemetery Compost Grass/Yard Tipping	21.52	Y
	11/4/2021	City of Walla Walla	Yard Waste - Drop Box #52	35.21	Y
	11/4/2021	City of Walla Walla	Yard Waste - Drop Box #52	57.38	Y
	11/4/2021	City of Walla Walla	Yard Waste - Drop Box #52	60.64	Y
	11/4/2021	City of Walla Walla	Yard Waste - Drop Box #52	63.24	Y
	11/4/2021	City of Walla Walla	Landfill General Waste - Vista Terrace Park Playgr	80.81	Y
	11/4/2021	City of Walla Walla	Cemetery Yard Waste - Drop Box #42	97.80	Y
	11/4/2021	City of Walla Walla	Cemetery Yard Waste - Drop Box #42	134.96	Y
	11/4/2021	City of Walla Walla	Cemetery Yard Waste - Drop Box #42	135.62	Y
	11/4/2021	City of Walla Walla	General Waste - Drop Box #82	221.49	Y
16451	11/4/2021	Cobalt Community Research LLC	Streets Summer Survey	13,975.00	N
16452	11/4/2021	Core & Main LP	Meter Boxes for 2021 Projects	11,244.06	Y
16453	11/4/2021	Daniel Seese	LEOFF 1 Medicare1121	118.50	Y
16454	11/4/2021	DataProse LLC	Utlility Billing	7,062.52	Y
16455	11/4/2021	Dell Marketing LP	Computer Refresh	19,535.09	Y
16456	11/4/2021	Earl Richardson	LEOFF 1 Medicare 1121	148.50	Y
16457	11/4/2021	Edwards Mechanical & Welding	Parts and labor to repair a trash container.	2,722.50	Y
	11/4/2021	Edwards Mechanical & Welding	Container repairs, make new tab and weld on to lid	54.45	Y
16458	11/4/2021	Financial Consulting Solutions Group Inc	FCS2020 Utility Financial Planning Update	40,073.95	Y

16459	11/4/2021	Fred Mitchell	LEOFF 1 Medicare 1121	147.50	Y
16460	11/4/2021	George Berg	LEOFF 1 Medicare 1121	127.50	Y
16461	11/4/2021	George Wiese	LEOFF 1 Medicare 1121	125.50	Y
16462	11/4/2021	GovConnection, Inc	HPE Server	11,630.63	Y
16463	11/4/2021	Herrera Environmental Consultants Inc	Municipal Solid Waste and Iner	11,699.40	Y
16464	11/4/2021	Humbert Asphalt Inc	Gravel & Backhaul of Spoils	5,140.29	Y
16465	11/4/2021	HW Lochner, Inc	ST1901 Ped Safety Treatments CE	9,382.45	Y
16466	11/4/2021	Ironsides Custom Grinding Inc	Green waste grinding.	23,118.73	Y
16467	11/4/2021	Irving M Rosenberg	October 2021 Indigent Defense Contract	8,862.50	Y
16468	11/4/2021	Jerry Brown	LEOFF1 Medicare Reimbursement 1121	148.50	Y
16469	11/4/2021	John M Anthony	1st Ave Plaza Photographer	675.00	Y
16470	11/4/2021	KC Industries Inc	WA2202 Water Shop Structural Retrofit	79,473.52	Y
16471	11/4/2021	Kellermeyer Bergensons Services, LLC	Monthly Janitorial Services	225.00	Y
	11/4/2021	Kellermeyer Bergensons Services, LLC	Dispatch janitorial services Oct 2021	410.45	Y
	11/4/2021	Kellermeyer Bergensons Services, LLC	Janitorial Service	6,732.03	Y
16472	11/4/2021	Kenneth Butherus	LEOFF 1 Medicare1121	148.50	Y
16473	11/4/2021	Kennewick Industrial and Electrical Supply Inc	Irrigation Supplies	49.08	Y
	11/4/2021	Kennewick Industrial and Electrical Supply Inc	Irrigation Supplies	49.82	Y
	11/4/2021	Kennewick Industrial and Electrical Supply Inc	Irrigation Supplies	64.92	Y
	11/4/2021	Kennewick Industrial and Electrical Supply Inc	Irrigation Supplies	99.35	Y
	11/4/2021	Kennewick Industrial and Electrical Supply Inc	Irrigation Supplies	107.97	Y
	11/4/2021	Kennewick Industrial and Electrical Supply Inc	Vista Terrace Park Playground Irrigation Supplies	671.49	Y
	11/4/2021	Kennewick Industrial and Electrical Supply Inc	Vista Terrace Playground Irrigation Supplies	1,220.04	Y
	11/4/2021	Kennewick Industrial and Electrical Supply Inc	Refund - Irrigation Supplies	(42.39)	Y
	11/4/2021	Kennewick Industrial and Electrical Supply Inc	Irrigation Supplies	20.92	Y
16474	11/4/2021	Larry Cunningham	LEOFF 1 Medicare 1121	146.50	Y
16475	11/4/2021	Larry Warren	LEOFF 1 Medicare1121	121.50	Y
16476	11/4/2021	Leaf Commercial Capital Inc	Leased copiers throughout City	3,234.33	Y
16477	11/4/2021	Leonard Adams	LEOFF 1 Medicare 1121	148.50	Y
16478	11/4/2021	Lillie Rice Center Inc	Ground services for Library	400.78	Y
	11/4/2021	Lillie Rice Center Inc	October Volunteer park grounds service	121.54	Y
16479	11/4/2021	Linda Ray	Ukulele Instruction	136.50	Y
16480	11/4/2021	MBG Cleaning Services	Janitorial service for the Compost Building.	500.00	Y
	11/4/2021	MBG Cleaning Services	Janitorial service for the LF Office.	380.00	Y
	11/4/2021	MBG Cleaning Services	Janitorial service for the HHW office.	205.00	Y
16481	11/4/2021	Michael Everett	LEOFF 1 Medicare 1121	148.50	Y
16482	11/4/2021	Midwest Tape LLC	Adult materials/marc records	382.33	Y
	11/4/2021	Midwest Tape LLC	Audiobooks/marc records	45.68	Y
	11/4/2021	Midwest Tape LLC	Adult materials/marc records	199.13	Y
	11/4/2021	Midwest Tape LLC	Audiobooks/marc records	152.27	Y
16483	11/4/2021	Neil Hinton	LEOFF 1 Medicare 1121	148.50	Y
16484	11/4/2021	Ojcius Lawn Care, LLC	Downtown Holiday Decorations	6,159.73	Y
16485	11/4/2021	One Call Concepts Inc	Excavation Notifications	93.62	Y
	11/4/2021	One Call Concepts Inc	Excavation notices	93.63	Y
16486	11/4/2021	Bill Deweber	Bill Deweber Close 15 Whitman St	81.72	Y

16487	11/4/2021	Choice Property Management	Choice Property Management Close 56 Costello	35.35	N
16488	11/4/2021	Christina Middleton	C Middleton Close 755 Wallowa Dr	320.60	Y
16489	11/4/2021	Curtis & Lisa Esteb	C Esteb Close 1104 E Alder	373.92	Y
16490	11/4/2021	Estate of Jacqueline C Pepiak	Est of Jacqueline C Pepiak Close 1727 Sunset Dr	135.27	N
16491	11/4/2021	Fred C Warneka	F Warneka Close 1032 Francis	149.34	N
16492	11/4/2021	Kelly & Susan Allen	K Allen Close 404 N Division	104.76	Y
16493	11/4/2021	Kimball Ely	K Ely Close 611 Riggs Ln	87.51	N
16494	11/4/2021	Kimberly Powell	K Powell Close 1966 Bernard	155.17	N
16495	11/4/2021	Kirsten Benzel	K Benzel Close 603 Spring	96.92	N
16496	11/4/2021	Leneve A Frank	L Frank Close 883 Dow	146.72	Y
16497	11/4/2021	Lucas Hamada	L Hamada Close 2560 Williams	182.06	N
16498	11/4/2021	M3D LLC	M3D LLC	795.54	Y
16499	11/4/2021	Michael Hardin	M Hardin Close 520 S 4th	94.99	N
16500	11/4/2021	Richard Russell	R Russell Close 605 Ankeny	188.61	Y
16501	11/4/2021	Tracy LaMarr	T LaMarr Close 1829 Melrose	88.61	Y
16502	11/4/2021	Operations Management International Inc	Operations Maint. & Mang. Serv for October	185,966.60	Y
16503	11/4/2021	Pacific Power Inc	Power - Vehicle Outlets	146.44	Y
	11/4/2021	Pacific Power Inc	Power to Sleep Center	382.70	Y
	11/4/2021	Pacific Power Inc	Power - Park & Howard	13.03	Y
	11/4/2021	Pacific Power Inc	Power - Ft WW Campground	26.59	Y
	11/4/2021	Pacific Power Inc	Power for Intake and Glen	761.59	Y
16504	11/4/2021	Parametrix, Inc	Solid & Moderate Risk Waste Management Ph2	14,452.08	Y
16505	11/4/2021	PBS Engineering and Environmental	WA2202 Water Distribution Shop	9,736.95	Y
16506	11/4/2021	PBS Engineering and Environmental	1st Ave Plaza Design Services - Ph 1	14,643.75	Y
16507	11/4/2021	Precision Garage Doors	Fire Station 2 Repair	103.45	Y
16508	11/4/2021	Resource Information Association Inc	Annual Subscription	1,432.04	Y
16509	11/4/2021	Revolver Screening Systems	Guide rollers for the screen.	204.95	Y
16510	11/4/2021	Robert & Shannon Bergevin	TBD9026 Poplar Temporary Construction Easement	500.00	Y
16511	11/4/2021	Robert Tabacco	Fencing Instruction	1,449.00	Y
16512	11/4/2021	Ronald Brookshire	LEOFF 1 Medicare 1121	148.50	Y
16513	11/4/2021	Ronald Mailloux	LEOFF 1 Medicare 1121	134.50	Y
16514	11/4/2021	Safe Apps LTD	Yearly renewal for Stay Safe App	360.00	N
	11/4/2021	Safe Apps LTD	StaySafe app	360.00	N
16515	11/4/2021	Snyder-Crecelius Paper Company	8 oz. Foam Cups for Water in Equipment	41.28	Y
16516	11/4/2021	Tallmans Inc	LEOFF monthly prescriptions 10.21	16.85	N
16517	11/4/2021	Terry Thompson	LEOFF 1 Medicare 2021 1121	163.40	Y
16518	11/4/2021	Tom Anderson	LEOFF 1 Medicare 2021 1121	134.50	Y
16519	11/4/2021	Umatilla County	Real Property Tax for 6N3800-00-00200 A1	692.41	Y
	11/4/2021	Umatilla County	Real Property Tax for 6N3800-00-00200 M1	13,134.47	Y
	11/4/2021	Umatilla County	Real Property Tax for 6N3820-B0-00100	70.58	Y
	11/4/2021	Umatilla County	Real Property Tax for 6N3820-B0-00100 M2	318.14	Y
16520	11/4/2021	Visit Walla Walla	September 2021 Monthly Lodging Tax Allot	109,738.00	Y
16521	11/4/2021	Walt's Septic Tank Service LLC	Portable restrooms for the LF.	136.00	Y
16522	11/4/2021	Wesley Carney	LEOFF 1 Medicare 1121	129.50	Y
16523	11/4/2021	Wheatland Village LLC	Assisted living monthly charges 10.21 LEOFF	4,421.00	Y
16524	11/4/2021	Walla Walla County	st2102 Fern & Abbott WWSD affidavit	10.00	Y
16525	11/4/2021	Walla Walla County	TBD9026 Poplar excise tax affidavit fees	20.00	N

16526	11/4/2021	Walla Walla County	October 2021 MSAG Payroll for Barb McKinney	4,326.08	Y
16527	11/4/2021	Walla Walla County	st2102 Fern & Abbott WWSD deed recording fee	207.50	Y
16528	11/4/2021	Walla Walla County	TBD9026 Poplar - Bergevin & CAC recording fees	413.00	Y
16529	11/4/2021	Walla Walla County	2% liquor excise tax to county	1,283.71	Y
16530	11/4/2021	Walla Walla Regional Airport	EVOC course 9/27/21 to 10/1/21 and 10/4/21	720.00	Y
16531	11/4/2021	Walla Walla Saw LLC	Bar Oil	37.00	Y
16532	11/4/2021	Walla Walla-Tamba Sasayama Sister City	Garden Center Rentals	400.00	Y
16533	11/4/2021	Zions Bank	Quarterly Custodian/Safekeeping Fee	580.00	Y
16534	11/5/2021	Brian Smith	Claim expense Burien 10/20/21 thru 10/21/21	197.02	Y
16535	11/5/2021	Scott Bieber	Travel Stevenson 11/14/21 thru 11/18/21	123.00	Y
16536	11/5/2021	Tristar Claims Management Services, Inc.	Prefund Claim 211023372	26,358.24	Y
16537	11/10/2021	1-2-3 Printing Inc	Doorhangers-24hr Water shutoff	220.54	Y
16538	11/10/2021	Alterations by Irma	shorten hems on pant - Officer Toon	13.07	Y
16539	11/10/2021	Anderson Perry & Associates Inc	tbd9023 Alder & Poplar/ Merriam to Colville	63,300.89	Y
16540	11/10/2021	Best Pest Control	pest control service - 11/02/21	136.13	Y
	11/10/2021	Best Pest Control	Regular pest control service library	108.90	Y
16541	11/10/2021	Bi-Mart Corporation	Bi-mart Leoff Medical 11.21	162.34	Y
16542	11/10/2021	Brett R Sargent	3/4" x 600' Hose for Jet Trucks	1,821.52	Y
16543	11/10/2021	By Water Solutions LLC	Koha Support and Hosting	8,804.57	Y
16544	11/10/2021	Byrnes Oil Company Inc	fuel for investigations division - 10/31/2021	158.32	Y
16545	11/10/2021	Calgon Carbon UV Technologies LLC	UV Lamps	4,207.90	N
16546	11/10/2021	CenturyLink	fax and phone service - Oct 22 to Nov 22, 2021	241.45	Y
	11/10/2021	CenturyLink	Station 1 Alarm Line	44.77	Y
	11/10/2021	CenturyLink	Station 1 Router	44.77	Y
	11/10/2021	CenturyLink	Station 1 Fax Line	47.08	Y
	11/10/2021	CenturyLink	Cemetery Router	44.77	Y
	11/10/2021	CenturyLink	Service Center Fire Alarm	59.74	Y
	11/10/2021	CenturyLink	Service Center Router	59.74	Y
	11/10/2021	CenturyLink	Facility Maintenance Heat and Cool Monitor	66.66	Y
	11/10/2021	CenturyLink	City Hall	162.02	Y
16547	11/10/2021	City of Walla Walla	City of WW LF#09724 11/02/21	4,277.13	Y
16548	11/10/2021	DKS Associates	ST2104 Reser Prospect Taumarsen Speed Study	787.50	N
	11/10/2021	DKS Associates	Cottonwood TIA review revised	250.00	N
16549	11/10/2021	Dobbs Heavy Duty Holdings, LLC	(1)2021 Rear loader refuse truck-Res#2021-06#05582	315,885.25	Y
16550	11/10/2021	Downtown Walla Walla Foundation	Veteran's Parade Sponsorship	600.00	Y
16551	11/10/2021	Envisionware Inc	Annual print management	979.87	Y
16552	11/10/2021	Evco Sound & Electronics Inc	(RMA) Unified Core with 24 local audio I/O channel	1,511.53	N
16553	11/10/2021	Express Services Inc	Temporary employees VHamill and M Sprague	1,497.12	Y
	11/10/2021	Express Services Inc	JNoffsinger 10/10/21	425.22	Y
	11/10/2021	Express Services Inc	JNoffsinger 10/17/21	447.60	Y

16554	11/10/2021	Financial Consulting Solutions Group Inc	April 2021 Regional Housing Action Plan	705.00	Y
	11/10/2021	Financial Consulting Solutions Group Inc	2021 Ambulance Utility Rate Review	887.50	Y
16555	11/10/2021	Frontier Precision Inc	GIS Trimble Maintenance Renewal	1,943.87	N
16556	11/10/2021	GeoProfessional Innovation Company	IRRP025 Park Street Material Testing	4,912.00	Y
16557	11/10/2021	Green Valley Nursery	Downtown Flowers	2,215.58	N
16558	11/10/2021	Intrado Life & Safety Solutions Corp	Dispatch Viper phone system anti-virus renewal	891.89	Y
16559	11/10/2021	Kottkamp, Yedinak and Esworthy P.L.L.C.	PPL-21-0001 - Doc Bar Plat	600.00	Y
	11/10/2021	Kottkamp, Yedinak and Esworthy P.L.L.C.	Hearing Examiner CUP-21-0002 1520 Kelly Pl	400.00	Y
16560	11/10/2021	Lakeside Industries	Cold Mix - 2 Loads	10,487.42	Y
16561	11/10/2021	Larry Warren	Larry Warren Leoff medical	177.00	Y
16562	11/10/2021	Lewellyn Law Office PLLC	Oct 2021 Indigent Defense Contract	8,662.50	Y
16563	11/10/2021	Midwest Tape LLC	Adult materials/marc records	377.20	Y
	11/10/2021	Midwest Tape LLC	Audio books/marc records	747.82	Y
	11/10/2021	Midwest Tape LLC	Audiobook disc replacements	21.76	Y
	11/10/2021	Midwest Tape LLC	Adult materials/marc records	139.87	Y
16565	11/10/2021	Lottie Jones	refund overpayment on 1927 Pleasant	952.13	Y
16566	11/10/2021	Tia Kramer	Interview kit bags	39.23	N
16567	11/10/2021	Sharon E Dodgin	Refund plan review fee BLD-20-1076	308.51	N
16568	11/10/2021	Pacific Power Inc	Wallula radio site power service	127.17	Y
	11/10/2021	Pacific Power Inc	Pike's Peak radio site power service	105.36	Y
	11/10/2021	Pacific Power Inc	Power for Street Lights	28.94	Y
	11/10/2021	Pacific Power Inc	Power for Street Lights	61.30	Y
	11/10/2021	Pacific Power Inc	Power - 21 S Division	50.87	Y
	11/10/2021	Pacific Power Inc	Power - Misc Parks	237.83	Y
	11/10/2021	Pacific Power Inc	Power - 505 E Rees	1,238.84	Y
16569	11/10/2021	Pioneer City Oil Inc	Buckets/Lids for EQ12454 Tank Repairs	79.96	Y
16570	11/10/2021	Ponti & Wernette PS	Oct 2021 Indigent Defense Contract	15,400.00	Y
16571	11/10/2021	Premier Excavation	WW1801 Washington/Francis/Delmas Sewer Main	20,463.00	Y
16572	11/10/2021	Systems Design West LLC	Ambulance Billing Service	6,213.52	Y
16573	11/10/2021	Traffic Safety Supply Company Inc	Retroreflectometer w/camera, GPS & Barcode Reader	15,395.89	Y
16574	11/10/2021	Tyler Technologies Inc	Tyler Munis Implementation and Training	1,275.00	Y
16575	11/10/2021	Victor Stanley, Inc	Memorial Bench - L Whittle	2,669.14	Y
16576	11/10/2021	Visit Walla Walla	8.21 Monthly Lodging Tax Additional Owed per Amend	75,093.00	Y
	11/10/2021	Visit Walla Walla	Oct 2021 TPA (Aug reporting)	44,007.37	Y
16577	11/10/2021	Wilbur-Ellis Inc	Park Maintenance Chemicals	706.55	Y
	11/10/2021	Wilbur-Ellis Inc	Park Maintenance Chemicals	1,152.22	Y
16578	11/10/2021	Walla Walla County Fire District 4	2021 County Tax Annexation Ramp Down July-Dec	23,797.33	Y
16579	11/10/2021	Walla Walla Fence Company	Deposit - fence for new K9 dog - Travis Goodwin	3,500.00	Y
16580	11/10/2021	Walla Walla Nursery Company Inc	Downtown Fall Planting	1,675.70	Y
	11/10/2021	Walla Walla Nursery Company Inc	Service Center Planting Improvements	1,748.17	Y
16581	11/10/2021	Government Portfolio Advisors	Monthly Investment Advisory Services	1,666.58	Y
16582	11/10/2021	Nicole Williams	Travel to Tukwila 11/15/21 thru 11/18/21	270.00	Y
16583	11/17/2021	Banner Bank	BR2101 Wilbur Br Scour HJPE retainage deposit	11,586.43	Y



16584	11/17/2021	Kutak Rock LLP	General Advice for October2021	84.00	Y
16585	11/17/2021	Myron Ferderer	Leoff 1 Reimbursement	445.50	Y
16586	11/18/2021	Aaron C Grimm	ST1901 Pedestrian Safety Treatment	185,873.06	N
16587	11/18/2021	Bibliotheca	Self-check services	5,435.26	Y
16588	11/18/2021	Borleske Stadium Association Inc	Q3 2021 Lodging Tax Grant Allotment	18,750.00	N
16589	11/18/2021	Cascade Natural Gas Inc	WAT Shop Gas Bill	18.25	Y
	11/18/2021	Cascade Natural Gas Inc	WAT UV Bldg Gas Bill	257.22	Y
	11/18/2021	Cascade Natural Gas Inc	WAT RF Bldg Gas Bill	111.95	Y
	11/18/2021	Cascade Natural Gas Inc	WAT Admin Bldg Gas bill	99.24	Y
	11/18/2021	Cascade Natural Gas Inc	Utility Bill for Fire St. 2	259.90	Y
16590	11/18/2021	Center Point Large Print Inc	Large print books	93.80	Y
	11/18/2021	Center Point Large Print Inc	Large print books	32.63	Y
16591	11/18/2021	CenturyLink	WAT Alarm dialer	54.19	Y
	11/18/2021	CenturyLink	WAT phone line	44.77	Y
	11/18/2021	CenturyLink	Alarm dialer lines	180.16	Y
	11/18/2021	CenturyLink	Phone service to alternate dispatch center	264.33	Y
	11/18/2021	CenturyLink	Dispatch fax line service	44.77	Y
	11/18/2021	CenturyLink	Dispatch non-emergency phone line service	628.83	Y
	11/18/2021	CenturyLink	Phone Bill Oct 2021	59.74	Y
16592	11/18/2021	David Mumm	Monthly newsletter insert	1,474.00	N
16593	11/18/2021	Washington State Department of Corrections	Offender Work Crew - Cemetery	1,093.84	Y
	11/18/2021	Washington State Department of Corrections	October Offender work crew Water Treatment Plant	214.28	Y
16594	11/18/2021	Dobbs Heavy Duty Holdings, LLC	Fan belt Brake Adj EQ 05539	317.33	Y
	11/18/2021	Dobbs Heavy Duty Holdings, LLC	Heater Control EQ 08836	129.14	Y
16595	11/18/2021	Edwards Mechanical & Welding	Weld truck door Cracks EQ15330	108.90	Y
16596	11/18/2021	Express Services Inc	Temporary employees A Belknap and M Sprague	748.56	Y
	11/18/2021	Express Services Inc	Temporary employees A Belknap and M Sprague	2,495.20	Y
16597	11/18/2021	Fort Walla Walla Museum/	Q3 2021 Lodging Tax Grant Allotme	18,097.00	N
16598	11/18/2021	GovConnection, Inc	City of Walla Walla VmWare Renewal	10,171.22	Y
16599	11/18/2021	Humbert Asphalt Inc	Hauling of spoils	4,634.78	Y
16600	11/18/2021	Ingram Industries Inc	Adult nonfiction	11.96	Y
	11/18/2021	Ingram Industries Inc	Adult fiction/nonfiction	1,568.84	Y
16601	11/18/2021	J Frank Schmidt & Sons Company	Fall Tree Planting	3,666.61	Y
16602	11/18/2021	J-U-B Engineers Inc	WWTP Improvements Phase 1 Design	29,785.13	Y
16603	11/18/2021	Jerry Brown	Leoff Reimbursement	177.74	N
16604	11/18/2021	Jim's Precision Fab & Machine LLC	Remove link arms EQ05536	171.52	N
	11/18/2021	Jim's Precision Fab & Machine LLC	Modify King Pin EQ 05536	114.35	N
16605	11/18/2021	Kanopy Inc.	Kanopy Streaming	5,500.00	Y
16606	11/18/2021	Kenadie Marie Schreindl	Fall Soccer Referee	198.00	Y
16607	11/18/2021	Del & Dave Klicker's Christmas Trees	2021 Holiday Tree	108.90	N
16608	11/18/2021	Midwest Tape LLC	Adult materials/marc records	134.40	Y
16609	11/18/2021	Moreno & Nelson Construction	st2001 Sidewalk Repair - 25 Main Street	2,933.08	Y
16610	11/18/2021	NW Groundwater Services LLC	wtp2201 ASR Well #6 Study	1,850.00	Y
16611	11/18/2021	Northwest Solutions Consulting	Monthly fee for state lobbying services (Oct 2021)	1,750.00	N
16612	11/18/2021	Andrew and Joleen Gately	A Gately Close 1617 Cambridge Dr	136.29	N
16613	11/18/2021	Billy Standage	B Standage Close 1440 Walla Walla	132.86	N
16614	11/18/2021	Brad Nelson	B Nelson Close 730 N 8th	170.92	Y
16615	11/18/2021	Chad Philip Carlson	C Carlson Close 409 Reserve Way	280.35	Y

16616	11/18/2021	City of Walla Walla	City of Walla Walla Credit Refund A/R 11271	25.05	Y
16617	11/18/2021	Daniel Mellish	D Mellish Close 1121 N 12th	77.49	Y
16618	11/18/2021	Debbie Ongers	D Onger Close 1223 Jewel Ln	191.32	Y
16619	11/18/2021	Douglas Saturno	D Saturno Credit Refund 18 W Pine	246.52	N
16620	11/18/2021	Ernest Campbell	E Campbell Close 825 Wauna Vista	406.64	Y
16621	11/18/2021	Est of Lawrence L Hussey	Est of Lawrence Hussey Close 21 N Bellevue	90.44	N
16622	11/18/2021	Forrest Mewes	F Mewes Close 1946 Celestia	189.00	Y
16623	11/18/2021	Gilbert F Chin	G Chin Credit Refund 194 Austin	106.45	Y
16624	11/18/2021	Jackson Contractor	Jackson Contractor Credit Refund Temp Meter Bridge	630.29	N
16625	11/18/2021	Jennifer Mattmiller	J Mattmiller Credit Refund 525 Libery	35.01	N
16626	11/18/2021	Joel Sokoloff	J Sokoloff Close 215 Merrill Rd	116.84	N
16627	11/18/2021	John T jedrzejewski	J Jedrzejewski Close 247 Chapra	233.35	Y
16628	11/18/2021	Kevin Negron	K Negron Close 23 E Chestnut	170.49	N
16629	11/18/2021	Lighthouse PCG	Lighthouse PCG Close 428 Cedar	286.70	N
16630	11/18/2021	Mario Romero	M Romero Credit Refund 118 Orchard	672.51	N
16631	11/18/2021	Mark A and Cynthia L Oliveto	M Oliveto Close 265 Arabica	418.27	Y
16632	11/18/2021	Mark Harris & Kate Williamson	M Harris Close 454 Reserve Way	295.38	N
16633	11/18/2021	Mary Kenworthy	M Lenworthy Close 107 Kenneth	228.23	Y
16634	11/18/2021	Mihai Stroe	M Stroe Close 1711 Fern	142.48	N
16635	11/18/2021	Stephen and Pamela Wright	S Wright Close 236 N Bellevue	83.11	N
16636	11/18/2021	Thad Sirmon	T Sirmon Close 1316 Olive	91.23	N
16637	11/18/2021	Thomas Peter	T Peter Close 1133 E Alder	112.79	N
16638	11/18/2021	Todd Gradwahl	T Gradwahl Close 721 W Alder	143.60	N
16639	11/18/2021	Trevor Moon	T Moon Close 1309 Strum	364.33	N
16640	11/18/2021	Pacific Power Inc	WAT Power for Clinton tank	1,334.01	Y
	11/18/2021	Pacific Power Inc	Power at AMI tower	17.22	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	24.37	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	17.06	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	251.27	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	3,498.38	Y
	11/18/2021	Pacific Power Inc	Dispatch Center power service	737.23	Y
	11/18/2021	Pacific Power Inc	Power - Cemetery	195.15	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	20.74	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	65.58	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	125.31	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	368.54	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	10,219.29	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	104.35	Y
	11/18/2021	Pacific Power Inc	Power for Street Lights	1,741.46	Y
16641	11/18/2021	Pacific Power Inc	Utility Bill for St. 2	701.61	N
16642	11/18/2021	Pacific Security	Oct 2021 Guard Services at Sleep Center	7,242.84	Y
16643	11/18/2021	Perteet Inc	WA2101 BRIC Grant Application	3,750.00	Y
16644	11/18/2021	Pioneer City Oil Inc	diesel exhaust fluid landfill	739.94	Y
16645	11/18/2021	Port of Walla Walla	Monthly fee for Federal Representation	2,000.00	Y
16646	11/18/2021	Premier Excavation	IRRP025 Park Street - non-taxable	486,149.69	Y
	11/18/2021	Premier Excavation	IRRP025 Park Street - taxable	154,437.04	Y
16647	11/18/2021	Quality Petroleum Products Inc	Diesel for Cemetery	746.44	Y
16648	11/18/2021	Railroad Management Company III LLC	12" Storm Drain Pipeline Encroachment #300826	692.11	N
16649	11/18/2021	Richard Whitehead & Associates LLC	FTO software renewal - online application	1,020.94	Y



	11/18/2021	Richard Whitehead & Associates LLC	12/8-9/21 - training of new FTO's on software prog	897.00	Y
16650	11/18/2021	Sargent Engineers Inc	ST1713.2021 Bridge Inspections	320.00	N
	11/18/2021	Sargent Engineers Inc	BR2101 Wilbur Bridge Scour Repair	937.13	N
16651	11/18/2021	Sunday Dawson LMP	Leoff 1 Reimbursement	190.00	Y
16652	11/18/2021	Tyler Technologies Inc	Tyler Munis Implementation and Training	637.50	Y
16653	11/18/2021	Valley Vision Clinic PS	Leoff 1 Reimbursement	500.00	Y
16654	11/18/2021	WATECH	October 2021 - VPN service	285.00	N
16655	11/18/2021	Walla Walla Alliance for the Homeless	Oct 2021 Sleep Center Services	2,752.20	N
	11/18/2021	Walla Walla Alliance for the Homeless	Sep 2021 Sleep Center Mgmt	2,752.20	N
16656	11/18/2021	Walla Walla Valley Wine Alliance	Q3 2021 Lodging Tax Grant Allotme	43,975.00	Y
16657	11/19/2021	Byrnes Oil Company Inc	Landfill Diesel	10,527.99	Y
	11/19/2021	Byrnes Oil Company Inc	Service Center Diesel	30,333.03	Y
16658	11/19/2021	Cascade Natural Gas Inc	Utility Bill for St. 1	852.74	Y
16659	11/19/2021	City of Walla Walla	Removal of junk in right of way	74.69	Y
16660	11/19/2021	Columbia Basin Hotsy	car wash degreaser	1,396.10	Y
16661	11/19/2021	Denny Building Partnership	tbd9026 Temporary Construction Easement	1,900.00	N
16662	11/19/2021	Dobbs Heavy Duty Holdings, LLC	Wiper arm and blade	214.69	Y
16663	11/19/2021	Downtown Walla Walla Foundation	Q3 2021 Amended Lodging Tax Grant	30,941.00	N
16664	11/19/2021	Edwards Mechanical & Welding	Cylinder Work EQ03710	196.77	Y
16665	11/19/2021	Haggard & Ganson LLP	Development Services Personnel Investigation	1,416.25	N
16666	11/19/2021	Leaf Commercial Capital Inc	Waste/Storm Water Leased Copier	108.86	Y
16667	11/19/2021	Pioneer City Oil Inc	Grease	211.81	Y
16668	11/19/2021	Quality Petroleum Products Inc	Non Ethanol Fuel Cemetery	847.21	Y
16669	11/19/2021	Rotary Club of Walla Walla Inc	Quarterly membership dues - Shawa	222.00	Y
16670	11/19/2021	Solid Waste Systems Inc	Module EQ 05567	1,581.60	Y
	11/19/2021	Solid Waste Systems Inc	Stock Filters	113.93	Y
16671	11/19/2021	Sunday Dawson LMP	Leoff 1 Medical	190.00	Y
16672	11/19/2021	T.C. and B Corporate Wearable's Inc.	Cloth face masks for staff	1,125.00	Y
16673	11/19/2021	True North Emergency Equipment	Parts	94.92	N
	11/19/2021	True North Emergency Equipment	Parts	2,437.24	N
16674	11/19/2021	Visit Walla Walla	Oct 2021 Monthly Lodging Tax Allot	109,738.00	Y
16675	11/19/2021	Woodpecker Truck & Equipment Inc	Repair Engine EQ 17514	15,176.76	Y
16676	11/19/2021	Walla Walla County	tbd9026 Denny Bldg excise tax temp const easement	10.00	Y
16677	11/19/2021	Walla Walla County	tbd9026 Denny Bldg recording temp const easement	207.50	Y
16678	11/19/2021	Walla Walla County Fire District 4	Vector Solution Training Platform	46.00	Y
16679	11/19/2021	Kathy Kopf	Wellness Event – Thanksgiving Craft Nig.(Supplies)	54.65	Y
16680	11/19/2021	Michael Bunyard	Travel Spokane 11/09/2021	15.00	Y
16681	11/19/2021	Tristar Claims Management Services, Inc.	October Claim Payment	16,104.45	Y
16682	11/19/2021	Yvette A Nunez	Reimbursement for program purchases	65.44	Y
16683	11/19/2021	Zachary Hyndman	Travel Spokane 11/09/2021	15.00	Y
16684	11/22/2021	Byron W Olson	CoWW State & Local Fiscal Recovery Funds Services	3,607.50	Y
16685	11/24/2021	Cassie Thompson	Travel Cheney 12/11/21 thru 12/12/21	122.00	Y
16686	11/24/2021	Christopher Buttice	Attend BLEA graduation in Burien 11/10/2021	19.00	Y
16687	11/24/2021	Humana Health Care Plans	Humana Health Care - LEOFF 1 12.21	14,262.80	Y

16688	11/24/2021	Kevin Braman	Attend BLEA graduation in Burien 11/10/2021	19.00	Y
16689	11/24/2021	Luis Muro	Travel Spokane 10/28/2021	15.00	Y
16690	11/24/2021	Marcus Goodwater	Travel Las Vegas 11/28/21 thru 12/04/21	431.00	Y
16691	11/24/2021	Rikki Gwinn	Council Retreat Lunch 11/20/21	344.36	Y
16692	11/24/2021	Seth Minson	Travel Spokane 10/28/2021	15.00	Y
16693	11/24/2021	Tim Martindale	Travel Las Vegas 11/28/21 thru 12/04/21	431.00	Y
16694	11/24/2021	1-2-3 Printing Inc	Envelopes	316.08	N
16695	11/24/2021	Advanced Paging and Communications Inc	5 flex antenna, 3 knob channel, 3 knob channel,etc	323.05	N
16696	11/24/2021	Anderson Perry & Associates Inc	tbd9023 Alder & Poplar/ Merriam to Colville	64,547.24	N
16697	11/24/2021	Baker Ballistics, LLC	Level 4 rifle rated shield - NTOA required	6,376.10	N
16698	11/24/2021	Byrnes Oil Company Inc	11/15/2021 - fuel for STU unit	73.75	N
16699	11/24/2021	Cascade Natural Gas Inc	Gas for dispatch center generator	13.78	N
	11/24/2021	Cascade Natural Gas Inc	Natural Gas - 925 W Whitman	24.38	N
	11/24/2021	Cascade Natural Gas Inc	Natural Gas - 2120 S 2nd	103.17	N
	11/24/2021	Cascade Natural Gas Inc	Natural Gas - 109 S Palouse	112.21	N
	11/24/2021	Cascade Natural Gas Inc	Natural Gas - 505 E Rees	118.61	N
	11/24/2021	Cascade Natural Gas Inc	Gas service for 1505 Sturm ave	14.67	N
16700	11/24/2021	Center Point Large Print Inc	Large print books	73.51	N
16701	11/24/2021	CenturyLink	Carnegie Elevator Phone	73.18	N
	11/24/2021	CenturyLink	Intake Phone Line	59.03	N
16702	11/24/2021	City of Walla Walla	City of WW LF#09554 11/09/21	278.20	N
	11/24/2021	City of Walla Walla	City of WW LF#09551 11/09/21	10,285.81	N
	11/24/2021	City of Walla Walla	City of WW LF#09550 11/09/21	1,041.24	N
	11/24/2021	City of Walla Walla	City of WW LF#09549 11/09/21	24,986.98	N
	11/24/2021	City of Walla Walla	City of WW LF#09524 11/09/21	13,515.97	N
	11/24/2021	City of Walla Walla	City of WW LF#11586 11/16/21	97.77	N
	11/24/2021	City of Walla Walla	City of WW LF#09724 11/16/21	17,483.39	N
	11/24/2021	City of Walla Walla	City of WW LF#09551 11/16/21	10,729.75	N
	11/24/2021	City of Walla Walla	City of WW LF#09550 11/16/21	1,165.12	N
	11/24/2021	City of Walla Walla	City of WW LF#09549 11/16/21	23,954.65	N
	11/24/2021	City of Walla Walla	Yard Waste - Drop Box #52	45.64	N
	11/24/2021	City of Walla Walla	Cemetery Yard Waste - Drop Box #42	147.35	N
16703	11/24/2021	Washington State Department of Corrections	Offender Work Crew	871.40	N
16704	11/24/2021	DSI Recycling System	Clean and repair the waste oil heaters at the LF.	1,463.00	N
16705	11/24/2021	Express Services Inc	Temporary employees A Belknap and MSprague	2,003.96	N
16706	11/24/2021	GoCharge LLC	Solar charging table	4,995.00	N
16707	11/24/2021	Gunarama Wholesale, Inc	10 Glock G43X-9MM black, 3.39" w/glock night sight	4,018.41	N
16708	11/24/2021	Joyce Ziker Parkinson PLLC	Legal council for Tausick Way/Burdine LF.	647.00	N
16709	11/24/2021	Konen Rock Products Inc	Vista Terrace Park Playground Topsoil	1,459.26	N
16710	11/24/2021	MBG Cleaning Services	Janitorial Service - Carnegie	280.00	N
	11/24/2021	MBG Cleaning Services	November janitorial service for the LF office.	380.00	N
	11/24/2021	MBG Cleaning Services	November janitorial service for HHW.	205.00	N
	11/24/2021	MBG Cleaning Services	November janitorial service for the Compost Bdg.	500.00	N
16711	11/24/2021	Moreno & Nelson Construction	Oak St Sidewalk Hazard Mitigat	56,138.95	Y
16712	11/24/2021	MurraySmith Inc	wtp2203 Well Master Plan and AWIA R&R	10,569.50	N

16713	11/24/2021	Bette Fisher	B Fisher Close 1011 Hobson	104.08	N
16714	11/24/2021	Darren G Crowell	D Crowell Close 721 Ankeny	185.44	N
16715	11/24/2021	David Capra	D Capra Close 343 N 9th Ave	51.96	N
16716	11/24/2021	DeeLee Gibson	D Gibson Close 2130 Paramount	237.93	N
16717	11/24/2021	Est of Jmaes & Katherine Weingart	Est of Weingart Close 50 S Division	115.74	N
16718	11/24/2021	Est of Lawrence Hussey	Est of Lawrence Hussey Close 1015 Catherine	353.89	N
16719	11/24/2021	Frank D Kelly Trust	Frank D Kelly Trust Close 1759 Isaacs	2,742.07	N
16720	11/24/2021	Jean DesJarlais	J DesJarlais	200.99	N
16721	11/24/2021	Jonathan C Bailey	J Bailey Close 2314 Garrison	178.65	N
16722	11/24/2021	Kelly Dabulskis	K Dabulskis Close 325 E Alder	123.60	N
16723	11/24/2021	Kenneth Knutson	K Knutson Close 743 Village Way	135.23	N
16724	11/24/2021	Marcella Drivdahl	Marcella Drivdahl Close 1305 S Division	83.84	N
16725	11/24/2021	Maria C Ramos	M Ramos Close 724 Edith	178.55	N
16726	11/24/2021	Michael Ruzicka	M Ruzicka Close 609 Isaacs	663.91	N
16727	11/24/2021	Michels Utility Service	Michels Utility Service Close Bryant & Howard	233.07	N
16728	11/24/2021	Miguel Zavala	M Zavala Close 310 S 10	184.29	N
16729	11/24/2021	Nicole Hope Nastri	N Nstri Close 540 Sheridan Rd	223.99	N
16730	11/24/2021	Remberto Locano	R Locano Close 245 Harrison	202.23	N
16731	11/24/2021	Riley Wilkinson	Riley Wilkinson Close 511 S 2nd	246.13	N
16732	11/24/2021	Troy Tomaras	T Tomaras Close 444 Reserve Way	144.56	N
16733	11/24/2021	Walter & Jessica Selby	W Selby Close 209 Garden Dr	285.96	N
16734	11/24/2021	Willaim & Margo McKinney	W McKinney	146.83	N
16735	11/24/2021	Pacific Power Inc	Power at Port of WW	33.43	N
	11/24/2021	Pacific Power Inc	Power - Ruth & McKinley	14.29	N
	11/24/2021	Pacific Power Inc	Power - Park & Howard	14.29	N
	11/24/2021	Pacific Power Inc	Power - 755 NE Myra Mnmt Light	22.27	N
	11/24/2021	Pacific Power Inc	Power - Ft WW Campground	26.65	N
	11/24/2021	Pacific Power Inc	Power - Ft WW Campground	26.53	N
	11/24/2021	Pacific Power Inc	Power - 1530 Dalles Military	56.19	N
	11/24/2021	Pacific Power Inc	Power - Ft WW Amphitheater	110.45	N
	11/24/2021	Pacific Power Inc	Power for Street Lights	24.37	N
	11/24/2021	Pacific Power Inc	Power - 109 S Palouse/1st Ave Plaza	217.80	N
	11/24/2021	Pacific Power Inc	Power - Fort Walla Walla	292.55	N
	11/24/2021	Pacific Power Inc	Power - Misc Parks	1,607.62	N
	11/24/2021	Pacific Power Inc	Power for Street Lights	33.40	N
	11/24/2021	Pacific Power Inc	Power for Street Lights	207.35	N
	11/24/2021	Pacific Power Inc	Power for Street Lights	178.14	N
	11/24/2021	Pacific Power Inc	Power for Street Lights	1,301.82	N
	11/24/2021	Pacific Power Inc	Power for Street Lights	349.04	N
	11/24/2021	Pacific Power Inc	Power for Street Lights	100.26	N
16736	11/24/2021	PBS Engineering and Environmental	Survey compost volumes - Fall 2021.	1,418.75	N
16737	11/24/2021	POW Contracting Inc	IRRP023 Penrose & Alvarado	28,418.78	N
16738	11/24/2021	Racom Corporation	Hair site build & ASIP system	156,838.15	N
16739	11/24/2021	Riley Del Jones	Pickleball Instruction	120.00	N
16740	11/24/2021	Robert Tabacco	Fencing Instruction	1,349.25	Y
16741	11/24/2021	Ruby Canyon Environmental, Inc	Carbon Credit Verification for	1,133.75	N
16742	11/24/2021	Schwyn Environmental Services LLC	On-call , Environmental, and r	10,112.90	N
16743	11/24/2021	Snyder-Crecelius Paper Company	Copy paper for the Service Center	347.72	N
16744	11/24/2021	T-Mobile USA	GPS locate - case 2021-11860	1,110.00	N
	11/24/2021	T-Mobile USA	GPS locate - case 11860	180.00	N

16745	11/24/2021	TLO LLC	October 2021 - investigative service	81.68	N
16746	11/24/2021	Tri-City Herald Inc	Dispatcher testing advertisement	520.20	N
16747	11/24/2021	Tyler Technologies Inc	Red Hat Enterprise Linux Server 3 yr. Subscription	2,722.50	N
16748	11/24/2021	TYMCO, Inc	EQ#17585 New Model Tymco 600 & Cab/Chassis Sweeper	302,578.65	N
16749	11/24/2021	Washington State Department of Ecology	Mill Creek Sportsplex Grading FY 2022 fee	780.00	N
16750	11/24/2021	Walt's Septic Tank Service LLC	October portable restroom fees.	140.00	N
16751	11/24/2021	Wastequip Inc	Rear load metal trash containers res # 2021-69	28,368.44	Y
	11/24/2021	Wastequip Inc	Rear load metal trash containers res # 2021-69	32,073.34	Y
16752	11/24/2021	WebCheck Inc	Webcheck Services	863.58	N
16753	11/24/2021	Walla Walla County	October Litter pickup.	1,250.00	N
16754	11/24/2021	Walla Walla Recycling Inc	Comingled recycling at the Landfill.	245.00	N
16755	11/24/2021	Zoll Medical Corporation	Zoll Auto Pulse Automated CPR System-WWFD	42,352.75	N
16756	11/30/2021	Tristar Claims Management Services, Inc.	Prefund Claim #7019825	16,325.25	Y
16757	11/30/2021	1-2-3 Printing Inc	1000 copies WWPD letterhead	130.68	N
16758	11/30/2021	Cascade Natural Gas Inc	Natural Gas - 15 N 3rd	210.30	N
	11/30/2021	Cascade Natural Gas Inc	Natural Gas - 55 E Moore	243.91	N
	11/30/2021	Cascade Natural Gas Inc	Natural Gas - 75 E Moore	251.65	N
	11/30/2021	Cascade Natural Gas Inc	Natural Gas - 65 E Moore	292.11	N
	11/30/2021	Cascade Natural Gas Inc	gas service - 10/14/21 - 11/10/21	448.27	N
16759	11/30/2021	CenturyLink	Station 2 Alarm Line	135.48	N
	11/30/2021	CenturyLink	fax and phone service - Nov 22 to Dec 22 2021	241.45	N
16760	11/30/2021	Code Publishing Company	Annual Web Fees 12.21-12.22	480.00	N
16761	11/30/2021	Financial Consulting Solutions Group Inc	2021 Ambulance Utility Rate Review	6,517.50	N
16762	11/30/2021	Kellermeyer Bergensons Services, LLC	Dispatch janitorial services 11/2021	410.45	N
	11/30/2021	Kellermeyer Bergensons Services, LLC	November 2021 - janitorial services	2,727.50	N
16763	11/30/2021	Neil Hinton	Leoff 1 Reimbursement	75.61	N
16764	11/30/2021	Joseph Saucier	money release - case 2021-05842	247.00	N
16765	11/30/2021	Oregon State Department of Forestry	Fire protection for land by OR Forestry	4,275.25	N
16766	11/30/2021	Pacific Power Inc	Power - Service Center	2,504.86	N
	11/30/2021	Pacific Power Inc	Nov Power to Sleep Center	510.70	N
	11/30/2021	Pacific Power Inc	power - 10/12/21 to 11/10/21	2,532.16	N
	11/30/2021	Pacific Power Inc	WAT Well Power Services	4,283.01	N
	11/30/2021	Pacific Power Inc	MC & Intake Street Lights	7.84	N
	11/30/2021	Pacific Power Inc	201 E REES POWER	305.60	N
16767	11/30/2021	PBS Engineering and Environmental	1st Ave Plaza Design Services	24,225.36	N
	11/30/2021	PBS Engineering and Environmental	1st Ave Plaza Design Services	4,856.25	N
	11/30/2021	PBS Engineering and Environmental	IRRP025 Park Street CE Service	20,585.00	N
	11/30/2021	PBS Engineering and Environmental	ST2003 Avery Street Right of Way	623.65	N
16768	11/30/2021	Tyler Technologies Inc	Tyler Munis Implementation and Training	637.50	N
16769	11/30/2021	US Bank National Association	November 2021 Visa payment	322,586.86	N
16770	11/30/2021	Washington Association of Sheriffs and	Fall conf - 11/15-18/21 - Stevenson, WA - Bieber	350.00	N
16771	11/30/2021	Walla Walla Valley Chamber of Commerce	Plaza Way Business Marketing Expenses	3,971.75	N
<b>Total</b>				<b>4,830,994.94</b>	

**Voids for November**

<b>CHECK NUMBER</b>	<b>CHECK DATE</b>	<b>VENDOR NUMBER</b>	<b>VENDOR NAME</b>
16415	11/04/2021	1573	Banner Bank
16564	11/10/2021	999999	Coordinated Care

**Conflict statement**

3/1/2020

11/1/2021 through 11/30/2021

<u>Check Transfer</u>	<u>Check Transfer Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Total Amount</u>
<b>BLUE MOUNTAIN ACTION COUNCIL</b>				
16441	11/04/2021	BLUE MOUNTAIN ACTION COUNCIL	Public Services July-Sep 2021	7,000.00
		BLUE MOUNTAIN ACTION COUNCIL	Commitment to Community Q3 2021	12,500.00
		BLUE MOUNTAIN ACTION COUNCIL	Utility discount services	180.00

**Total** 19,680.00